



CHILDREN'S AID SOCIETY OF ALGOMA

Data

**Analyst
Permanent Full Time**

Location: Sault Ste. Marie

Nature of Position

The Data Analyst plays a critical role in supporting service excellence, organizational accountability and continuous quality improvement across the Society. Reporting to the Supervisor, Quality Assurance, the successful candidate will monitor compliance with the Child Youth and Family Services Act (CYFSA), Ontario Child Protection Standards, Ministry requirements and internal policies while leveraging data to support evidence informed decision making.

Qualifications:

- Bachelor's degree in human services, Data Analytics, Statistics, Public Administration, Health Informatics, Health Research, Quality Improvement, Process Control (Lean, Six Sigma), or a related discipline
- Master's degree in a related field is considered an asset
- Satisfactory Police Records Check is required
- Valid Driver's License, clear driving record and access to a reliable motor vehicle with appropriate business class liability insurance is required
- Satisfactory Provincial Child Welfare Check

Knowledge

- 3-5 years of experience in quality assurance, data analysis, program evaluation, or continuous quality improvement
- Experience with a Children's Aid Society of child welfare organization is strongly preferred
- Experience working with CPIN and Ontario child welfare reporting requirements is considered an asset
- Knowledge of Ministry of Children, Community and Social Services (MCCSS) reporting requirements
- Knowledge of privacy legislation, including PART X of the CYFSA, PHIPA and FIPPA

General Skills and Attributes

- Advanced proficiency in Microsoft Excel
- Experience using data visualization and analytical tools such as Power BI, Tableau, SQL, R or Python
- Experience working with Case Management systems
- Strong computer and technology skills
- Exceptional attention to detail and accuracy
- Experience with qualitative and quantitative data analysis and evaluation methodologies
- Strong organizational and project management skills.
- Excellent written and verbal communication skills, including the ability to present technical information clearly
- Ability to work independently while contributing effectively within a collaborative team environment

Salary Range: \$72,560 - \$92,698 per year.

Children's Aid Society of Algoma is committed to building a diverse workforce representative of the communities we serve. We encourage and are pleased to consider applications from all qualified candidates, without regard to race, colour, citizenship, religion, sex, marital/family status, sexual orientation, gender identity, aboriginal status, age or disability.

Children's Aid Society of Algoma is committed to providing a barrier free workplace. Accommodations are available upon request for candidates taking part in all aspects of the selection process.

Only short-listed applicants will be contacted. Please send your resumé to:

Human Resources Department – Sharon DelBosco
Closing Date: September 10, 2026