IOWA

Executive Director of Institutional Data Strategy

University Information

Org/College: Office of the Provost

Department: Office of the Provost

UI Job Classification: Executive IT Director

UI Job Code & Pay Level: PIM4 & 8B

Hiring Information *(for recruiting purposes only)*

Salary: Commensurate

Work Modality: Onsite

Campus Location: Jessup Hall

This Position Reports to (Title)**:** Associate Vice President for Operations and Decisions Support

Position Information

Position #: NEW

Position Has Administrative Supervision? ☒ Staff ☒ Students ☐ None

Percent Time: 100%

Position Overview:

The University of Iowa seeks an Executive Director of Institutional Data Strategy to establish and lead a new university-wide institutional data strategy function. This is a founding leadership role for a builder who will create an institutional capability the university does not have today, connecting existing strengths while developing partnerships, governance, analytical resources, and operating practices needed to support data-informed decisions.

The Executive Director will lead efforts to establish the vision, priorities, and multi-year roadmap for institutional data strategy, including AI readiness. Working across academic and administrative domains, the position will provide leadership for institutional research, external reporting, analytics strategy, and data governance efforts; strengthen coordination among distributed data and analytics teams; develop trusted, reusable analytical resources that support academic quality, student success, resource allocation, accreditation, and continuous improvement.

As a strategic advisor to university leadership, the Executive Director will help identify consequential institutional questions and provide the analysis, forecasting, scenario modeling, and decision frameworks needed to evaluate opportunities, risks, and tradeoffs. The position will also ensure that the university's data foundation and governance practices are prepared for responsible AI-enabled analytics and decision support.

The Executive Director reports to the Associate Vice President for Operations and Decision Support and works in close partnership with the Chief Information Officer, the Senior Vice Provost, and other senior leaders. The position will serve the full university enterprise.

Key Areas of Responsibility & Position Specific Duties

Project/Service Management (PIM4)

Provide primary direction and is accountable for the leadership, administration, and execution for enterprise-wide projects and services. Monitor enterprise service level agreements in consultation with senior leaders across the university organization.

- Oversee reports, dashboards, surveys, analyses, and other decision-support services, establishing high-value resources as governed, reusable data products with clear ownership and documented definitions.
- Identify opportunities to reduce fragmentation and duplication, improve efficiency, and develop shared tools, services, training, and analytical capabilities.
- Set priorities, allocate resources, and ensure timely delivery of high-quality analytical products, reporting services, and strategic initiatives.

Relationship Management (PIM4)

Identify and develop strategic relationships with key internal, external, and national constituents of the University. Lead governance and oversight committees. Serve as the point of contact for university executive leadership, providing advice and guidance to university leadership.

- Provide leadership for institutional research, external reporting, analytics strategy, and institutional performance measurement, and serve as the university's primary point of contact for institutional reporting and external data submissions.
- Build strong communication channels and collaborative practices among institutional research, analytics, reporting, and data teams across academic and administrative units.
- Build collaborative relationships across colleges, administrative units, and technology organizations and lead effectively through influence in a decentralized environment.

Business Analysis (PIM4)

Contribute significantly to the university strategic plan and be responsible for creating and implementing sections of the plan. Accountable for achieving annual and multi-year objectives, defining strategic goals, implementing strategies, and monitoring progress. Acts as an advisor to other units in the university enterprise on leveraging IT resources and services to meet their strategic goals.

- Lead the University's institutional data strategy function, including its vision, priorities, operating model, service portfolio, governance framework, and multi-year roadmap.
- Lead cross-domain analysis, forecasting, and decision-grade scenario modeling that enables leaders to evaluate the likely impacts, risks, and tradeoffs of major decisions before implementation.
- Identify and communicate emerging institutional trends, opportunities, risks, and performance issues that may not be visible within individual units or traditional reporting structures.
- Develop a coordinated enterprise approach to analytics, reporting, and decision support across a complex, decentralized environment while recognizing appropriate unit-level expertise and responsibilities.
- Establish the university's approach to responsible AI-enabled analytics and decision support, including data readiness, governance, risk management, appropriate use, and evaluation of emerging opportunities.

Architecture (back end) (PIX5)

Correlate disparate data into usable solutions. Collaborate across organization and University to develop, implement, and lead the data strategy, architecture, and security initiatives.

- Lead efforts to improve institutional data quality, accessibility, integration, stewardship, governance, and appropriate use, including shared metric definitions and a unified catalog of institutional data assets.
- Partner with technology and campus leaders to modernize analytical infrastructure, strengthen data integration, and advance predictive analytics and integrated planning capabilities.

- Ensure institutional data foundations and analytical practices are positioned to support responsible AI-enabled analysis, forecasting, and decision support.

Leadership (PIX5)
Provide strategic oversight of data analytics platforms, solutions, and teams. May lead and develop a team of data analytics professionals or may be a technical subject matter expert acting as an advisor to org/ university leadership.

- Serve as a strategic advisor to university leaders by translating complex institutional data into clear insights and evidence-based recommendations.
- Recruit, supervise, mentor, and develop professional staff while fostering a culture of collaboration, innovation, continuous improvement, and service excellence.
    - Direct reports may include: institutional research professionals, data analytics and decision support staff, application developers, student employees and/or project-based staff.

Universal Competencies

Universal Competencies are those that apply to all university jobs, support our mission, and are consistent with our core values. For detailed descriptions and proficiency levels, visit the Universal Competencies page.

Once hired, competencies are a part of the performance review process. To access the competencies for your job classification, visit the Reviewing Competencies page.

Technical Competencies

Technical Competencies are those that apply to a specific job and help employees understand what we can expect from their knowledge, skills, abilities and behaviors that are essential for success. To learn more about the competency proficiency levels, visit the Proficiency Level Definitions page.

Decision Making and Critical Thinking
Proficiency Level: Expert/Leader

- Analyzes and discusses alternatives with multiple stakeholders.
- Discusses optimal timing and circumstances for either refraining from or making a decision.
- Coaches others in decision-making models, processes, and practices.
- Differentiates between content and context of a decision.
- Focuses on special issues and considerations for effective decision-making during a crisis.
- Monitors industry for examples/models of critical thinking or decision-making.

IT Project Management
Proficiency Level: Expert/Leader

- Manages multiple high-risk, high-cost projects involving multiple parties and areas.
- Ensures that all IT projects conform to a long-term IT business-support strategy.
- Provides the perspective to make prudent use of emerging technology as it becomes available.
- Champions organization's IT project management methodology, tools and techniques.
- Consults on project planning and management of high-risk, high-impact IT projects.
- Resolves complex contractual issues involving technology vendors and consultants.

Innovation
Proficiency Level: Expert/Leader

- Introduces new perspectives and information to the team in order to stimulate innovation and change.
- Supports new ideas and technologies that produce competitive advantage.

- Shares best practices and benchmarks of excellence.
- Provides ongoing sponsorship for innovation programs and change initiatives.
- Mentors team to question established practices and propose innovations.
- Leads a continuous cycle of innovation that incorporates feedback to improve future initiatives.

Relationship Management
Proficiency Level: Expert/Leader
- Oversees "customer" reviews to clarify expectations and discuss actual service delivery.
- Coaches others in the value, issues, and methods of collaborative partnerships.
- Helps team, colleagues and others discern trends and their implications for service delivery, strategic direction, operational improvement, etc..
- Maintains status information on major developments in "customer" environment.
- Collaborates with clients in the pursuit of common work objectives.
- Fosters a climate conducive to establishing positive working relationships with outsiders.

Strategic Thinking
Proficiency Level: Expert/Leader
- Positions the company in anticipation of new marketplace trends, opportunities, and vulnerabilities.
- Makes sound business decisions when faced with complex and contradictory alternatives.
- Develops long-term strategic alliances and partnerships that increase the company's competitive advantage.
- Equips the organization to become an effective long-term competitor.
- Prepares for business decisions with thorough briefings and consultations.
- Maneuvers well in the dynamic competitive landscape.

Team Management and Team Building
Proficiency Level: Expert/Leader
- Coaches team leaders on issues, problems, and solution methods.
- Fosters a collaborative work spirit across the organization.
- Creates an environment where cross-functional teams flourish.
- Manages conflict and competition between teams and across organizational lines.
- Serves as a leader in organization-wide initiatives that require cross-functional teams.
- Monitors industry for fresh approaches to team management.

Staff members are expected to meet reasonable standards of work quality and quantity, as well as expectations for attendance established by their supervisor. Staff members are also expected to comply with policies governing employee responsibilities and conduct, including those contained in the University Policy Manual

Position Qualifications *(for recruiting purposes only)*

Education (or equivalency) Required
- Bachelor's degree in a related field or an equivalent combination of education and experience.

Experience Required
- Thirteen years of progressively responsible experience in analytics, institutional research, decision support, data strategy, institutional effectiveness, or a related field, within higher education, including significant leadership responsibility.

- Experience successfully building, launching, standing up, or substantially transforming an analytics, institutional research, enterprise data, or decision-support function.
- Experience leading enterprise analytics, institutional research, data governance, analytics modernization, or institutional effectiveness initiatives.
- Experience developing institutional reports, dashboards, data visualizations, and advanced or predictive analyses.
- Experience applying AI or machine learning tools in analytics, forecasting, reporting, planning, or decision-support environments.
- Experience supervising professional staff and leading cross-functional initiatives across varying stakeholder groups.

Competencies Required

- Demonstrated skills and ability to advise executive leaders on complex organizational decisions through analysis, forecasting, scenario modeling, and evidence-based recommendations.
- Strong quantitative, statistical, and analytical skills, including the ability to synthesize complex information into clear, actionable insights for varied audiences.
- Demonstrated skills and ability to build collaborative relationships and lead through influence in a complex, decentralized organization.
- Excellent written, verbal, presentation, and interpersonal communication skills.

Desirable Qualifications:

- Master's degree or higher in a related field.
- Experience with modern data platforms, enterprise data architecture, and data integration technologies.
- Proficiency with statistical programming languages and analytical tools, including R, Python, SQL, and modern business intelligence platforms.

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