**Job Description**

**Job Title:** Team Leader Database  
**Department:** Ctr for Community Health

**Job ID:** 35223  
**Percent Full Time:** 100

**Location:** Chicago Campus  
**Grade:** ITS 82

**Job Summary:**

This position is central to funded research at Northwestern University that engages health system stakeholders to align large and diverse data assets for the health utilization, outcomes, and expenditures of more than 50 million Americans and applies the highest quality comparative effectiveness research methods to turn data into evidence about effectiveness, safety, and value that can quickly inform health system action. Ideal candidates will have strong interpersonal and communication skills, along with considerable expertise in quasi-experimental and natural experimental research design, econometric methods, and statistical approaches for analyzing large observational data to draw conclusions about health outcomes and costs.

The Team Leader, Database is a Data Architect who is responsible for the day-to-day management of the clinical analytics and operations of the project. The person in this role should have a thorough understanding of hospital data systems, reporting, and infrastructure. The position requires a bachelor’s degree in a related field and five to seven years of experience, with at least 5 years of experience in data warehousing and healthcare delivery and research.

Please Note: This role may include working during off or extended hours.

**Specific Responsibilities:**

**Staff Development, Mentoring, and Coaching:**

- Supervise, motivate and coach the Data Analytics staff to ensure an appropriate mix of leadership and technical skills is available to meet project needs. Ensure effective deployment of skills and other resources are being utilized to enhance agility, flexibility, and cost effectiveness in response to project needs and research goals. Define and promote best practices and standards for each team role (i.e. architecture, data analysis, technologists, etc.) Provide leadership, encouragement, motivation, coaching and mentoring for the development of a strong pool of promotable and internally mobile team members with high functional capabilities.

**Information Architecture:**

- Provide analysis, design, training, maintenance, tuning, documentation, and implementation of physical database objects for projects and research activities.
Quality Assurance:

- Manage system enhancements that will improve the reliability and performance of research analytics and infrastructure.

Data Analytics and Analysis:

- Participate on large scale research and technology programs with focus on design and development of research strategy and infrastructure.

Customer Service:

- Works with internal and external customers (Departments, Centers, Institutes, Faculty and external organizations) to develop data analysis plans and technology infrastructure development. Prepare and deliver presentations, educational sessions, and workshops as needed to support project goals. Prepare reports and documentation for senior leadership.

Leadership:

- Advise unit leadership on direction of the center in terms of Data Analytics and Technology. Advise on staff allocations, budgets related to data analytics and technology use. Perform project management for respective team members to ensure timelines and deliverables are met and meet expectations. Represent the unit to senior leadership around campus.
- Performs other duties as assigned.

Minimum Qualifications: (Education and experience)

- A Bachelor's degree in computer science or equivalent with five to seven years in a senior database analyst or architect position, or the equivalent combination of education, training, and experience from which comparable skills and abilities may be acquired.
- Minimum of 5 years experience in data warehousing or hands-on, sophisticated data analysis.
- Minimum of 5 years experience in healthcare delivery and research.
- Understanding and experience in applying project management principles and best practices for development or procurement projects.
- Familiar with the design and operation of very large (>10Tbytes) relational database management systems.

Minimum Competencies: (Skills, knowledge, and abilities)

- Exceptional interpersonal skills, communication skills, and comfortable and confident facilitating team or other group meetings.
- Knowledge of SQL, SAS, and Stata programming; underlying server and storage hardware architectures; statistical data analysis; software programming as it relates to database access and manipulation; role based access control; database indexing strategies; system performance monitoring, metrics, and trend analysis; metadata management; controlled medical vocabularies such as SNOMED, LOINC, ICD, CPT, NDC, and DICOM; HIPAA and IRB issues related
to data management; natural language processing and text analysis; and quantitative and qualitative data analysis.

- Possess a thorough understanding of: Business Intelligence/ query and reporting tools and technologies, Structured Query Language (SQL), Procedural programming fundamentals.

Preferred Qualifications: (Education and experience)

- Experience managing and analyzing large national administrative health system data files.
- Experience with current Extraction Transformation and Loading (ETL) tools and technologies.

Preferred Competencies: (Skills, knowledge, and abilities)

- Possess knowledge of theory, study design and statistical modeling/analysis including econometric methods and quasi-experimental study design.

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