Job Title: **Outcomes Analyst**
Reports to: **Senior Director, Accreditation and Outcomes**
Date: **7/29/22**

ACHL is an independent, full-service, accredited medical education provider that meets the standards of the Accreditation Council for Continuing Medical Education (ACCME) and other healthcare education accrediting bodies. ACHL's mission is to design, develop, and implement quality continuing education activities that will have a positive influence on the way healthcare is practiced, thereby improving the quality of care provided to patients. We collaborate with expert clinicians, professional societies, academic institutions, and patient advocacy groups to develop innovative and responsive education that improves healthcare delivery and patient outcomes. From educational design to program implementation, program awareness and measuring educational effectiveness, our team strives to deliver exceptional education across a variety of therapeutic areas. Visit our website at www.achleducation.com to learn more. ACHL is an equal opportunity employer and values diversity. All employment is decided based on qualifications, merit, and business need.

The Outcomes Analyst, reporting to the company's Senior Director, Accreditation & Outcomes, will take a key role in designing, evaluating, and reporting ACHL's educational outcomes on an activity and program level. This role works collaboratively with the instructional design and scientific teams to design and deliver responsive education considerate of best practices in adult learning, qualitative research, and evaluation design.

Job Benefits
- 16 annual PTO days for new employees (prorated based on start date) up to 21 days after 3 years
- 14 holidays and 1 floating holiday
- Optional summer hours program
- Real-time matching of 401k contributions, up to 50% of the first 6% of your wages
- Competitive health benefits including employer reimbursement for health deductibles
- Pre-tax commuting (for hybrid workers)
- Bonus pay
- Centrally located in the Chicago loop
- Hybrid in-office and/or remote work schedule

Summary of Position Requirements:

Qualifications:
- Bachelor's degree in technology, statistics, analytics, or research, or in another related area
- Familiarity with data modeling, including regression models
- Ability to set priorities and manage multiple assignments and project deliverables

Experience:
- In CME or healthcare research settings a plus
- Quantitative and qualitative data analysis and data presentation using visualization and analysis tools
- Qualitative research designs
- Working with large data sets and applying statistical, quantitative, and diagnostic techniques
- Minitab, SQL, Tableau, SAS, or other analytics software

Essential Duties and Responsibilities:
- Plan and coordinate educational research designs and program evaluation activities for the company
- Work collaboratively with instructional designers and scientific team on data collection and implementation of a statistical and qualitative analysis plan

- Utilize standard reporting technologies to create, manage, and maintain reports
- Coordinate, develop, initiate, and respond to information and data requests, both internal and external, to allow for evidence-based and data-informed policy
- Develop best practices based on research design, data collection, and analytics
- Conduct educational analysis, data modeling, evaluation design, and database optimization for the company
- Merge data from multiple sources, and oversee and perform construction of datasets, variables, and data cleaning
- Review statistical output for consistency and quality
- Develop, maintain, and manage a centralized data repository for the company
- Ensure CME industry accepted data architectural guidelines, principles, definitions and standards are followed in all project milestones and deliverables
- Create appropriate documentation and mechanicals to support effective reporting of educational impact, including charts, graphs, and logic model diagrams as needed
- Assess research requirements and use optimal tactics for appropriate statistical programming and analysis

Skills:
- Highly developed analytical skills-- able to critically assess, integrate, and synthesize broad areas of educational outcomes data to develop specific evaluation design recommendations
- Work effectively in a collaborative environment and on cross-functional teams, particularly in the design of an outcomes plan
- Develop evaluation strategies and achieve goals in creative and effective ways
- Effectively communicate complex technical details and technical concepts to non-technical audience

Please email an updated CV to: careers@achlcme.org