

# Developing Data Capacity

## Posting New Jobs



### Posting a Job Description:

Below are just a few examples of places that you may consider posting a job description if you decide to hire staffers to be responsible for data analysis within your program.

- Your organization's website
- Your state or regional association's job posting page
- NHSA's online job posting page
- Career pages of local colleges or universities
- Popular job search engines, such as Indeed, LinkedIn, ZipRecruiter, or Monster

### Details on the Sample

#### Job Descriptions:

On the following page, you will find a sample job descriptions. The description, responsibilities, and qualifications listed are merely examples of what might be appropriate. You are encouraged to adapt this information to meet your program's needs. You are welcome to copy or edit the language below without permission from NHSA.

The language or details that you should fill in with the relevant information about your program or for the job you are hiring are enclosed in <brackets> so you can identify them easily.