



Data Analyst Volunteer

Are you passionate about using data to drive meaningful change? Join a team that leverages analytics and insight to strengthen community programs and empower student learning. At U+, your curiosity and technical skills can help transform raw information into actionable strategies that support growth and impact. There's no better place to make a difference through data—be part of U+ today!

About U+:

U+ is a global, innovation-driven educational technology company dedicated to the long-term success of our students. We offer students worldwide an interactive, language immersion experience. Beyond language programs, U+ has expanded its offerings to include STEAM programs, which encompass coding, camp programs, and public speaking programs. We are eager to collaborate with talents from various disciplines to foster growth and development within U+.

About this opportunity:

As a Data Analyst Volunteer, you will play a key role in supporting U+ Community's mission through data analysis. You will work closely with our team to gather, interpret, and present valuable insights that inform decision-making and enhance our community programs.

Key responsibilities are as follows:

- Collecting, cleaning, and analyzing data from various community programs, events, and outreach initiatives to support informed decision-making.
- Creating detailed reports, dashboards, and data visualizations to clearly communicate insights and recommendations to team members and stakeholders.
- Helping improve data collection processes, survey design, and data management systems to ensure accuracy, consistency, and reliability.
- Assisting in identifying trends, patterns, and key performance indicators that can enhance program effectiveness and community engagement.
- Supporting the development and maintenance of spreadsheets or databases used to track program participation, volunteer engagement, and operational metrics.
- Contributing to impact assessments by evaluating program outcomes and preparing summaries for internal planning and external reporting.



Requirements:

- Dedication and interest in data analysis, research, and using data to support community impact.
- Strong analytical and problem-solving skills with attention to detail and accuracy.
- Proficiency in spreadsheets and data tools such as Excel or Google Sheets; familiarity with basic data visualization tools is an asset.
- Ability to interpret data, identify trends, and clearly communicate findings in written and visual formats.
- Ability to work independently on analysis tasks while collaborating with team members to understand organizational goals.

Assets:

- Experience with data analysis projects, research assignments, or performance tracking.
- Familiarity with tools such as SQL, Python, Tableau, or Power BI.
- Experience creating dashboards, reports, or presentations for stakeholders.
- Fluency in more than one language (encompassing reading, writing, speaking, and listening abilities) to support our diverse community.
- Access to a car and a valid G2/G Ontario driver's license for Ontario staff or a valid Novice/Class 5 BC driver's license for Vancouver staff.

This is a volunteer position. We can accommodate different working modes—fully in-person (1595 16th Ave, Richmond Hill), hybrid mode, or fully remote—depending on the candidate's circumstances. Placement format will be discussed during the selection process.