

## Research Manager

As the Research Manager for Talent 2025 you will gather and report key metrics that will be used to make decisions impacting the future of West Michigan. Located in downtown Grand Rapids, Talent 2025 has a laser focus on the long-term enrichment and success of our community. Our coalition of 100+ local executives rely on our data to drive change initiatives in business, education, and public policy. Our work is fast-paced and dynamic, providing a perfect opportunity for the right person to connect their passions for research and analytics for the greater good of our community.

### As the Research Manager you will:

- Collaborate with internal colleagues, working groups, and external stakeholders to provide timely, accurate, actionable data and analysis on issues of workforce, education, and talent
- Advise CEO working groups on data selection and evaluation to develop actionable objectives
- Keep apprised of data and research happening at local, state, and national levels on topics relevant to the mission of Talent 2025
- Produce professional-level reports utilizing public and private data from a variety of sources
- Conduct internal surveys of member companies and interpret results
- Represent Talent 2025 within the community through presentations and advisory role

### Our ideal candidate will have:

- Impeccable communication skills, both written and verbal; including summarizing complex data, public speaking and facilitation of group discussions
- Exceptional organizational skills and ability to work independently on multiple tasks and projects
- General knowledge of workforce, education, and demographic data from publicly available sources
- Ability to generate reports and other research outputs on topics relevant to Talent 2025 initiatives
- 3-5 years of previous experience in research design and data analysis
- Bachelor's Degree in a related field

If this sounds like the perfect position for you, we would love to hear from you. As a team member at Talent 2025, you will play a critical role in our mission for West Michigan to have an ongoing supply of world-class talent today and tomorrow. This is a full-time, benefit eligible position working in a team-based, collaborative environment. For confidential consideration, please email a letter of interest and resume to [admin@talent2025.org](mailto:admin@talent2025.org) . For more information about Talent 2025, visit [www.talent2025.org](http://www.talent2025.org) .