

## Notice of Job Opening

The Appalachian Council of Governments (ACOG) is seeking an accomplished Data Visualization Specialist to join its Economic Development Services team. Candidates must display a passion for transforming multifaceted datasets into engaging visualizations and data stories. Reporting to the Economic Development Director, the Data Visualization Specialist will be responsible for the collection, management, analysis, and visualization of data including the development of dashboards, maps, data stories, and reports for use in a wide variety of business attraction and expansion, community development, and planning initiatives in the SC Upstate region.

### ESSENTIAL DUTIES

- Works as part of a dynamic, collaborative, and interdisciplinary team focused on using data and technology to support informed regional economic development and community planning
- Compiles and analyzes demographic and socioeconomic data
- Designs, builds, and maintains high-quality, data-driven content including infographics, dashboards, maps, interactives, and other data visualizations
- Ensures data quality and consistency
- Creates meaningful data stories to engage a variety of audiences

### REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

#### Knowledge:

- Qualitative and quantitative research methods
- Information design principles
- Data visualization techniques and best practices
- Report preparation methods
- Computer software including word processing, spreadsheet, database, data visualization, and desktop publishing applications

#### Skills:

- Data management and visualization
- Technical and narrative writing
- Strong attention to detail
- Effective time management

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Abilities:

- Analyze and synthesize data
- Prepare reports and presentations for a variety of audiences
- Manage multiple projects with competing deadlines
- Demonstrate independent problem-solving and decision-making
- Exercise sound judgement
- Adapt to changing technology
- Speak in public with confidence
- Build and maintain effective working relationships with internal and external colleagues

## QUALIFICATIONS

Minimum Qualifications:

- Bachelor's Degree from an accredited college or university with major course work in data analytics, computer science, information technology, planning, economic development, public or business administration, or a related field
- Three (3) or more years of experience developing, maintaining, and managing Tableau driven dashboards & analytics
- Working knowledge of Tableau administration/architecture
- Proficiency in the use of the Microsoft Office suite

Preferred Qualifications:

- Master's Degree from an accredited college or university with major course work in data analytics, information technology, planning, economic development, public or business administration, or a related field
- Knowledge of HTML, CSS, JavaScript, and Python
- Experience with data-driven storytelling built using enhanced data presentment and data visualization techniques
- Proficiency in the use of the Adobe Creative Suite and Esri GIS applications

*Any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job may be substituted for education at the discretion of organization management.*

## COMPENSATION AND BENEFITS

- Starting salary of \$55,000 - \$71,000, depending on qualifications and experience
- Potential for up to 50% remote work after successful on-boarding period
- SC State Employee Health Insurance and Retirement Programs
- Twelve paid holidays per year, plus annual leave and sick leave

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**TO APPLY**

Please email a resume and cover letter to Brooke Ferguson at [bferguson@scacog.org](mailto:bferguson@scacog.org) or deliver to 30 Century Circle, Greenville, SC 29607.

**ACOG is committed to creating a diverse work environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment.**