



**CONTEMPORARY  
CALGARY**

701 ELEVENTH STREET SW  
CALGARY, AB T2P 2C4

403.770.1350  
INFO@CONTEMPORARYCALGARY.COM

## Data Analyst

Contemporary Calgary aims to provide Calgary and its visitors with a significant visual arts destination dedicated to modern and contemporary art. Contemporary Calgary shares a passion for art that is relevant, meaningful and challenging, and we believe in the power of art to transform the places and the lives we live. We are seeking a term-specific Data Analyst to join the Contemporary Calgary team.

Contemporary Calgary is an equal opportunity employer committed to creating a diverse, respectful and inclusive environment, and encourages applications from all qualified applicants for this position.

Please apply with a cover letter and resume in PDF format by May 23, 2025 to [careers@contemporarycalgary.com](mailto:careers@contemporarycalgary.com).

Subject line: **CSJ Data Analyst**

Not all applicants will be contacted for an interview.

Compensation for this position is \$20.00/hr

35-hour work week

The duration of this position is 8 weeks, beginning June 10, 2025.

This work will be done on site at our Gallery, located in Calgary Alberta. This is not a remote work opportunity.

## Job Description

This position works closely with the Director of Development and Development Assistant to analyze data which will provide meaningful insights and help create data-driven stories. The Data Analyst will work as part of the Development team to establish data-driven connections between all client-facing data in the organization and will collaborate with cross-functional teams to support various data-driven initiatives.

The ideal candidate has a passion for the wonderful world of data and emerging industry trends. This individual is constantly tracking the performance and analytics of their work to ensure it's delivering results. They should have experience with either Python, SQL, or R.



They should also have experience with either Tableau or Power BI. Additionally, the analyst should be familiar with Mac OS and Google Workspace environments. The Data Analyst will have daily contact with the Director of Development and Development Assistant, benefitting from formal mentorship on a weekly basis.

Some of the tasks awaiting this analyst include:

- Cleaning, transforming, and analyzing large datasets to extract insights and identify trends;
- Assisting in the development and implementation of data models and algorithms;
- Conducting statistical analysis to support decision-making processes;
- Creating data visualizations and dashboards to communicate findings to stakeholders.

### Qualifications

Because this opportunity is funded by **Canada Summer Jobs (CSJ)** program, candidates must meet all of the following criteria:

- Between the ages of 15-30 years at the start of this employment contract;
- Is a Canadian citizen, permanent resident, or refugee under the *Immigration and Refugee Protection Act*;
- Is legally entitled to work, according to Alberta's legislations and regulations.

Additionally, Contemporary Calgary has the following requirements for this role:

- Working towards a bachelor's degree (3<sup>rd</sup> or 4<sup>th</sup> year of the program) in Data Science, Statistics, Mathematics, Computer Science or Economics;
- Strong analytical and problem-solving skills;
- Experience with data visualization tools (e.g. Tableau, Power BI);
- Proven understanding of statistical concepts and techniques;
- Experience with data cleaning, manipulation and analysis;
- Proven ability to work in a collaborative environment;



If you have the following experience, that would be terrific:

- Proficiency with SQL Python or R;
- Knowledge of AI tools used for data science (e.g. ChatGPT, Copilot);
- Knowledge of machine learning concepts;
- Strong attention to detail and excellent organizational skills;
- Excellent communication and presentation skills;