



DETAILED JOB DESCRIPTIONS

Program Evaluator

Research Objectives: (1) to synthesize existing research on evaluation of actionable science projects and programs; (2) to identify appropriate methods to assess actionable science projects and programs; and (3) to provide feedback to South Central CASC staff and the Consortium Executive Committee on effectiveness of programs and activities. This position will serve the CASC staff with expertise in program evaluation.

To fulfill the research objectives above, specific tasks may include:

- Conduct or collaborate on synthesis of existing research to determine effective indicators of actionable research success;
- Engage with South Central CASC staff to understand desired goals, objectives, outcomes, etc. of the work they do;
- Facilitate discussions, surveys, interviews, or similar with societal partners served by the CASC to understand what types of evaluation measures are important to them;
- Complete Institutional Review Board procedures and administer evaluations ethically and responsibly;
- Develop and test evaluation indicators that appropriately assess program progress, successes, and gaps for actionable science and its outcomes;
- Coordinate formative and summative evaluations of CASC programs or activities, analyze and interpret results, formulate and document results and recommendations, and share information with CASC leadership and staff;
- Collaborate with members of NRCASC who also are engaged in evaluation design, development, implementation, and analysis to share insights and gather feedback;
- Provide expert guidance to CASC staff regarding how to obtain and interpret feedback from participants in CASC programs or activities; and
- As time allows, help CASC staff to institutionalize the collection and analysis of evaluation metrics for their programs or activities.

Qualifications: They will have a Masters Degree (or Bachelors Degree with at least 5 years of experience) in program evaluation, public administration, program design, educational leadership, or related fields. They will be able to work efficiently in a remote teamwork setting, to complete multiple projects and tasks with high-quality work, and to coordinate efforts and share results with team members frequently.