



## Job Description

### Job Title: Evaluator Advocate/Evaluation Project Lead<sup>1</sup>

**Job Summary:** With a commitment to the mission and vision of BECOME, this position is responsible for leading and managing evaluation projects, applying a Culturally Responsive Evaluation framework and using evaluation as a tool for social justice and thriving communities. The Evaluator Advocate is charged with rigorous evaluation design and implementation, ensuring the values of BECOME are infused throughout evaluation and community engagement processes. Utilizing quantitative and qualitative data analytics to support and drive content creation, this position subsequently partners with served communities, systematically evaluating programs' added value.

#### **Essential Job Functions, Duties and Responsibilities:**

1. Design evaluation projects.
2. Develop and maintain protocols to measure and ensure quality.
3. Collect quantitative and qualitative data and analyze.
4. Engage community members/program participants in evaluation processes.
5. Attend served-community events, documenting programming effectiveness.
6. Write, produce and deliver comprehensive reports.
7. Deliver required and requested program updates during scheduled and "called" project meetings.

#### **Minimum Job Requirements/Qualifications:**

**Education:** Bachelor's degree in Evaluation, Business, Psychology, Social Work/Human Services or related field of study.

**Related Experience:** At least two years of experience.

#### **Competencies:**

1. Committed to promoting social justice and the mission, vision and values of BECOME.
2. Strong written and verbal communication skills.
3. Knowledge and experience with qualitative data collection and analysis
4. Knowledge and experience with statistical analysis software (e.g., SPSS, SAS and or equivalent analytical software).
5. Knowledge and mastery of MS Word, Excel and Outlook.
6. Ability to empathize with those being served by organizational programming and projects.
7. Ability to be self-directed and self-motivated, adhering to all required deadlines.

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<sup>1</sup> People of color are strongly encouraged to apply.



8. Ability to take complete ownership of projects (start to finish).

**Preferred Job Requirements/Qualifications:**

**Education:** Master's/Doctoral degree in Evaluation, Business, Psychology, Social Work/Human Services or related field of study.

**Experience:** Three years or more of related work experience.

**Competencies:**

1. Personal effectiveness/credibility.
2. Excellent planning and organizational skills.
3. Strong facilitation skills.
4. Excellent data analytics.

**Salary range:** \$65,000-75,000, including a generous benefits package

Please email your cover letter and curriculum vitae to [info@becomecenter.org](mailto:info@becomecenter.org) or call 312-278-1049 ext. 702 with any questions.

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