



Job Title: Senior Director of Evaluation & Learning
FLSA Status: Exempt
Reports To: Executive Director / Chief Community Officer

Position Summary: The Senior Director of Evaluation & Learning is responsible for planning, monitoring and managing the day-to-day operations of Beyond Housing's data collection, evaluation, and learning initiatives..

Essential Job Functions & Other Responsibilities:

- Coordinate ongoing collection of "SMART" goals data with director and staff
- Develop and lead organization strategy of reviewing "SMART" goals data for continuous learning
- Assist in the integration of "SMART" goals into Beyond Housing data system
- Work collaboratively with other Beyond Housing staff, and other community partners and stakeholders to obtain desired objectives.
- Work with 24:1 Community Land Trust leadership to develop consensus on reporting system
- Coordinate with partners to review goals and submit report
- Work with Beyond Housing staff to develop an annual report and other report as directed (E.g.: annual board dashboard)
- Develop a system for sharing evaluation information through Beyond Housing's marketing platforms
- Organize a centralized and responsive mapping system
- Work with Community Resource Management (CRM) staff to gather data on early education, basic needs, health, financial advising, housing and economic development, and community engagement
- Analyze information to modify CRM data
- Work with external partners to encourage research on Beyond Housing initiatives
- Coordinate other research projects as needed
- Respond to short-term requests for information and/or data
- Ensure daily collection of program data needed to track program goals and ensure compliance
- Maintain applicable database for information on "SMART" goals data
- Other duties as assigned

Competency Requirements:

- Collaborative -- A dynamic personality that is collaboratively minded, can recognize and identify strengths, seek consensus around mutual goals, and build meaningful relationships.
- Creative and Curious -- A systems-thinker and builder, who is not afraid to be innovative in designing solutions and has skills in articulating these ideas and concepts.
- Methodical -- Strong analytical, systems, and problem solving skills to evaluate performance, prepare reports, and recommend/implement solutions using independent judgment. Ability to move from concepts to action through strong program design and evaluation.
- Reliable -- Leadership skills that reflect and value a team approach, demonstrated integrity, effectiveness, efficiency, and the ability to deliver high quality service. Highly capable of handling multiple tasks, projects and timelines. Excellent oral and written communications skills.
- Trusted -- Ability to work with residents, partners, and staff of diversified backgrounds with a positive, optimistic, solutions oriented attitude. Shares a deep respect for the community, its stakeholders and the residents that we serve.
- Driven -- Passion for the work and an interest in continuous learning and improvement.

Experience and Qualifications:

- Master's degree in related field; PhD in related field preferred.
- At least 10 years of experience working in community-based social services evaluation and data analysis or related field required.
- Supervisory and/or team leadership experience preferred.
- Must be willing to occasionally work extended hours, nights and weekends.
- Knowledge of field concepts, practices/principles related to evaluation and learning required
- Must be computer literate and have extensive experience and knowledge with office systems: Microsoft Office applications including Word, Excel, Power Point, Access and Outlook.



Job Title: Senior Director of Evaluation & Learning
FLSA Status: Exempt
Reports To: Executive Director / Chief Community Officer

- Ability to build partnerships and form positive relationships highly preferred.
 - Excellent oral and written communication skills required.
 - Must demonstrate a passion for connecting disadvantaged communities to critical resources and supports.
 - Must be organized and dedicated to bringing health awareness, physical fitness and nutritional understanding to program participants, the residents within the 24:1 Footprint as well as the community at-large.
 - Must be willing and able to be mobile outside of the office frequently in interacting with the community and other resource partners.
-

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be a complete list of all responsibilities, duties, and skills required. The organization reserves the right to modify this job description in the future as needed. This job description in no way implies an employment contract. Beyond Housing is an Equal Opportunity Employer.