



Director of Evaluation and Impact

UTEC is looking for a committed professional dedicated to organizational learning and growth. This person will be responsible for the continued development of UTEC's evaluation processes. The Director will assume full responsibility to ensure that a consistent culture of reflection and learning exists throughout the agency so that data can best inform and strengthen the quality of our programming. Additionally, based on one's experience, this key senior staff position may also closely collaborate on policy opportunities related to our work.

Organization Background: UTEC is a youth-serving agency in Lowell, MA. Our promise is to ignite and nurture the ambition of Lowell's most disengaged young people to help them trade violence and poverty for social and economic success. For more info, please visit our website at www.utecinc.org

Responsibilities of Position

- Lead all efforts in terms of the continued design and management of our internal performance measurement work (note: we currently use Efforts To Outcomes database)
- Analyze all indicators and outcomes to help leadership team make appropriate strategic and programmatic decisions
- Work with program directors to ensure that all data is correctly gathered and inputted on a regular schedule by all programming staff
- Implement any other necessary evaluation methods as appropriate (e.g., personal development assessment surveys, focus groups, photo journaling, etc.)
- Research best practice implications based on evaluation findings
- Develop partnerships with external evaluators (e.g., university research partners) and other organizations that can help advance our evaluation and research capacities, serving as the liaison with such collaborators
- Conduct research and help develop recommendations related to various policy opportunities aimed at improving outcomes for our young adults.
- Translate and disseminate evaluation results (e.g., writing policy briefs and publications) to help shift policy discussions based on promising and best practices revealed
- Lead the process of scheduling all regular trainings for staff (both adult and youth), as well as facilitating various trainings

- Enhance and facilitate the staff evaluation process, including drafting outcomes-based job descriptions
- Supervise 2-2 Data & Evaluation Analysts

Qualifications

- Prior background in evaluation work required
- Excellent oral and writing skills and incredibly well-organized
- Capacity to work independently and ability to multi-task and adapt to a changing environment
- MA or PhD preferred with significant community/work experience
- Strong leadership & facilitation skills
- Ability to laugh at oneself a must
- Experience in youth development or non-profit settings a plus
- Previous experience with Efforts to Outcomes a plus, but not necessary

To apply: All candidates should email resumes and a thoughtful cover letter with “Director of Evaluation” in the subject line to ckelly@utecinc.org. Please indicate where you first learned about this job opportunity. Applications will be reviewed on an ongoing basis. Please no phone calls or email regarding this position. No application will be considered if there is not a cover letter attached.

Salary/Benefits: Salary commensurate with experience. Benefits include retirement 401K plan, health and dental (50-85% subsidized), 3 weeks paid vacation, holiday and paid sick/personal time.

BACKGROUND ON UTEC, INC.: UTEC’s promise is to ignite and nurture the ambition of our most disengaged youth to trade violence and poverty for social and economic success. UTEC’s outcomes-focused model begins with intensive street outreach, reaching proven high-risk youth “where they’re at.” UTEC engages youth in workforce development and educational programs and provides intensive case management. Social justice and civic engagement are embedded in all programming. This position is located on site in Lowell, Massachusetts. For more info, please visit www.utecinc.org