

Program Evaluator II-Research Services

The Program Evaluator, in the Division of Research Services, ensures the effective development, planning, and implementation of comprehensive, ongoing, and systematic program evaluations to provide information to decision-makers regarding program, curriculum, and grant initiatives.

Essential Functions

- Functions as a project manager in the implementation of program evaluations and in-depth analyses of various district metrics such as assessment scores, enrollment, attendance, college and career readiness, student, staff, and parent surveys, as well as employee and school effectiveness.
- Conducts formative and summative program evaluations, serving as lead and coordinating all phases, from preparation through final dissemination; conducts need assessments; develops logic models; prepares reports and/or presentations to meet the needs of various audiences.
- Prepares statistical and narrative reports surfacing key policy questions based on underlying data and/or graphs, as appropriate; presents research results to the Manager of Program Evaluation (Research) and prepares follow up and ongoing analysis.
- Assists in responding to internal and external data requests and the ongoing collaboration with partners conducting research in the district. This includes serving as a member of the district's Institutional Review Board (IRB) and reviewing district data sharing agreements.
- Implements designated program evaluations per established timelines, including those designated based upon priorities established through federal, state, and district policies; and grant/foundation requirements.

- Applies an analytical approach to the solution of a wide variety of problems or applies specialized techniques or ingenuity in selecting and evaluating approaches to unforeseen problems.
- Maintains currency of knowledge with respect to educational research, knowledge management, and performance management.
- Works in collaboration with the teams/departments in Office of Achievement and Accountability and the Office of Information Technology to access school data, and format presentations and related materials.
- Performs and promotes all activities in compliance with equal employment and non-discrimination policies; follows federal laws, state laws, school board policies and the professional standards.

Maximum Salary\$126630.00

Minimum Salary\$84381.00

Desired Qualifications

- Master's degree and at least three years of experience in program evaluation and/or statistical analysis OR Bachelor's degree and at least six years of experience in program evaluation and/or statistical analysis OR Doctorate degree and 1 year experience in program evaluation and/or statistical analysis. Degree must be from an accredited college or institution.
- Understanding of current research and statistical models in K-12 education.
- Knowledge of quantitative design and experience with descriptive, inferential, and item statistics.
- Experience with quantitative and qualitative program evaluation methodologies, including proficiency in a statistical package such as R.

- Demonstrated understanding of project management principles and practices. Strong organizational and leadership skills.
- Interpersonal skills that ensure effective team building.
- Excellent verbal and written communication skills.
- Proficient in Microsoft Office suite.

Full time

Additional Details

Qualified candidates for the above position must submit the following:

- Completed online application
- Resume that clearly demonstrates the above minimum qualifications. It is important that you include all experiences and education related to the position to which you are applying.
- Upload copies of all transcripts -undergraduate, graduate and all MSDE Certifications
- Must provide three (3) professional references to include: name, title, business address, e-mail address and phone number
- All documentation/certification necessary (scanned copies accepted) to substantiate minimum qualifications; must be uploaded into application
- All documentation must be scanned and uploaded to application

Benefits -- This position is eligible for benefits. To review the available options please see the information relevant to the union for this position by viewing the following link:
<http://www.baltimorecityschools.org>

Baltimore City Public Schools ("City Schools") does not discriminate in its employment, programs, and activities based on

race, ethnicity, color, ancestry, national origin, nationality, religion, sex, sexual orientation, gender, gender identity, gender expression, marital status, pregnancy or parenting status, family structure, ability (cognitive, social/emotional, and physical), veteran status, genetic information, age, immigration or citizenship status, socioeconomic status, language, or any other legally or constitutionally protected attributes or affiliations. Discrimination undermines our community's long-standing efforts to create, foster, and promote equity and inclusion for all. Some examples of discrimination include acts of hate, violence, harassment, bullying, or retaliation. For more information, see Baltimore City Board of School Commissioners Policies [JBA \(Nondiscrimination - Students\)](#), [JBB \(Sex-Based Discrimination - Students\)](#), [JICK \(Bullying, Harassment, or Intimidation of Students\)](#), [ACA \(Nondiscrimination - Employees and Third Parties\)](#), [ACB \(Sexual Harassment - Employees and Third Parties\)](#), [ACD \(ADA Reasonable Accommodations\)](#), and [ADA \(Equity\)](#), and the accompanying City Schools Administrative Regulations. City Schools also provides equal access to the Boy and Girl Scouts and other designated youth groups. [Link to Full Nondiscrimination Notice.](#)

For inquiries regarding the nondiscrimination policies, please contact the Equal Employment Opportunity Manager, 200 E. North Avenue, Room 208, Baltimore, MD 21202; 410-396-8542 (phone); 410-396-2955 (fax).

This position is affiliated with the Paraprofessionals and School Related Personnel (PSRP) bargaining unit.

This position is affiliated with the City Retirement Plan.