

JOB OPPORTUNITY

Research and Evaluation Manager

Partners in School Innovation (“PartnersSI”) is the only organization in the Bay Area that provides a combination of on-site strategy, coaching *and* side-by-side implementation to help transform public schools. We partner with teachers and leaders of public elementary schools and districts in low-income urban communities to build the leadership and instructional capacity necessary to accelerate student achievement and achieve educational equity. We co-lead a process of results-oriented change that accelerates the literacy learning of Latino and African American students and English Learners and equips their schools for sustained improvement.

We are guided by the moral purpose of achieving true educational equity for underserved students of color. Quantitatively, this means Latino, African American and English Learner students from low-income backgrounds learning at high levels; qualitatively, it means vibrant, continuously improving schools in which students thrive now and prepare for later lives of fulfillment as community members and citizens.

We are seeking a **Research and Evaluation Manager** to lead internal research and evaluation efforts intended to create knowledge about organizational best practices, which will be shared internally to assist with decision making and organizational learning and externally to advance the discourse of school transformation and reform. The Research and Evaluation Manager reports directly to the Chief Organizational Performance Officer (COPO).

MAIN RESPONSIBILITIES

Primary responsibilities include, but are not limited to:

1. Internal research and evaluation

- a) Define the organization’s research and evaluation agendas.
- b) Lead all research and evaluation efforts: define priorities, coordinate data collection, and manage analysis and reporting of results and recommendations year over year.
- c) Monitor trends in school transformation and reform, and in educational research/evaluation in order to refine and implement effective systems for evaluating organizational and program performance.
- d) Create/maintain/improve internal knowledge dissemination systems that allow staff members to access, understand and use research/evaluation findings to enrich their work.

2. Consistent, insightful reporting

- a) Champion the vision that Partners in School Innovation is a learning organization by providing staff members with regular, insightful reports on relevant results and helping them interpret those reports and take appropriate action.
- b) Respond to requests for research/evaluation data as needed from organizational leaders.
- c) Create/maintain/improve research/evaluation products and processes – survey instruments, interview and observation protocols, etc.
- d) Work with staff members individually and as a whole to help them fully understand the meaning of research/evaluation results and their implications on their work.

3. External presentation and publication

- a) Represent the organization at research conferences by submitting conference proposals and developing the necessary presentation materials.

- b) Write and publish papers and journal articles related to the organization's results and implementation processes.

QUALIFICATIONS

Required:

- Ph.D./Ed.D. plus 2 years of experience or Master's degree plus 5 years of experience
- Commitment to the PartnersSI mission of educational equity
- Demonstrated knowledge of K-12 educational issues
- Knowledge of and experience with both quantitative and qualitative research methodologies
- Knowledge of survey design
- Familiarity with both quantitative and qualitative software packages
- Strong critical thinking and analytical skills
- Strong verbal and written communication skills
- Experience with presenting research/evaluation work to internal and external audiences
- Experience with publication of work
- Excellent project management skills – demonstrated ability to manage multiple, competing priorities and tasks
- Ability to manage time effectively, especially when working alone
- Ability to collaborate in cross-functional teams and drive to decisions that people support
- A high degree of initiative and tenacity; willingness and drive to see a difficult situation through to a satisfactory outcome
- Eagerness and capacity to quickly learn new skills and techniques

Preferred:

- Experience conducting research/evaluation work in public schools, urban school districts, or external reform support organizations
- Publication record focusing on K-12 educational issues
- Experience with educational assessment design
- Experience with developing knowledge management systems
- Proficiency in STATA
- Proficiency in Atlas.ti

COMPENSATION: Salary and benefits DOE and are competitive with Bay Area compensation scales.
TO APPLY: Please email a letter of interest (including salary requirement), a resume and contact information for three professional references to jobs@partnersinschools.org and reference "Research and Evaluation Manager" in the subject line • Applications will be accepted on a rolling basis. Interviews will be conducted until the position is filled • You may also FAX your application to 415.824.6198. **NO PHONE CALLS PLEASE.**
People of color are strongly encouraged to apply.