



## King County

Invites Applications for the Position of:

### **DDD/ESJ Community Evaluator - Project Program Manager III**

Apply online at <http://www.kingcounty.gov/jobs>

*King County is committed to equity and diversity in the workplace. In addition, the county is committed to recruiting and maintaining a quality workforce that shares our guiding principles: collaborative, service-oriented, results-focused, accountable, innovative, professional and fair and just.*

**OPENING DATE/TIME:** 07/07/17 12:00 AM (GMT -8:00)

**CLOSING DATE/TIME:** 07/23/17 11:59 PM (GMT -8:00)

**SALARY:** \$80,412.80 - \$101,920.00 Annually

**LOCATION:** Chinook Building - 401 5th Ave, Seattle

**JOB TYPE:** Term Limited Temporary, Full Time, 40 hrs/wk

**DIVISION:** Department of Community & Human Services

**JOB NUMBER:** 2017SC7153

**SUMMARY:**

The Department of Community and Human Services (DCHS) provides equitable opportunities for people to be healthy, happy, self-reliant and connected to community.

The Developmental Disabilities/Equity and Social Justice Evaluator is a Term Limited Temporary (TLT) position (2 years) and will be the lead evaluator for the Department of Community and Human Services (DCHS) Developmental Disabilities Division (DDD) and the DCHS Equity and Social Justice (ESJ) Initiative. The position will lead the development of the evaluation frameworks, scopes of work, and implementation of both DDD programs and the department-wide ESJ Initiative. The position is part of the Performance Measurement and Evaluation (PME) unit in DCHS and will be a member of the PME unit to support overall evaluation needs of DCHS. The position, working in collaboration with department management, stakeholders and community members, will: develop evaluation frameworks; identify overall evaluation strategies and policies; provide metrics and analytical frameworks to guide data informed decision making; develop dashboards, dissemination materials and provide business intelligence reporting for management, stakeholders and community members in King County.

**WHO MAY APPLY:** The Department of Community and Human Services values diverse perspectives and life experiences. The Department encourages people of all backgrounds to apply, including people of color, immigrants, refugees, women, LGBTQ, people with disabilities, veterans, and those with lived experiences.

**REQUIRED MATERIALS:** Candidates who wish to be considered for this position must submit an online King County application and respond to the supplemental questions.

**WORK SCHEDULE:** This position is exempt and not eligible for overtime. Typical hours are Monday - Friday 8am-5pm.

**RECRUITER:** [Susan.Churchill@kingcounty.gov](mailto:Susan.Churchill@kingcounty.gov)

**JOB DUTIES:**

- Develop performance measurement and evaluation frameworks for DDD and ESJ Initiative including scope of work, evaluation plan, and development of the continuum of measurement from system-level indicators to performance measures.
- Implement a wide range of performance measurement techniques and evaluations resulting from the DDD and ESJ evaluation frameworks including design and execution of the required performance measurement, conducting statistical analysis and making presentations to diverse groups of stakeholders.
- Design and adapt evaluation design, data collection instruments, and analytic approaches as necessary to accommodate program or context changes.
- Work collaboratively with social and health service providers, local government planners, advocacy groups and other stakeholders to develop the frameworks and carry out the evaluations.
- Coordinate data management, including data accumulation from internal and external sources, data quality assurance processes.
- Analyze and interpret data using appropriate statistical methods and data manipulation tools.
- Prepare and present reports and briefings that summarize progress, results and interpretations of findings to community members, stakeholders, and policymakers.
- Supervise the work of designated staff involved in the creation and implementation of the performance measurement and evaluation framework.
- Respond to other data requests as assigned.

**EXPERIENCE, QUALIFICATIONS, KNOWLEDGE, SKILLS:**

1. Demonstrated knowledge of equity and social justice principles and practices and understanding of the effects of place, race and policy and systems-based inequities on marginalized communities and populations.
2. Experience with course work in quantitative and qualitative performance evaluation, research methods and statistical analysis.
3. At least 3 years' experience conducting health, housing, or community services research, evaluation, performance measurement and/or community based program evaluation.
4. At least 2 years' experience working with community and public sector social and health services providers with emphasis on determining the impact and effectiveness of services at meeting population needs, promoting program effectiveness, and overcoming disparity based upon equity and social justice issues and challenges.
5. Strong oral and written communication skills, including experience making formal presentations to diverse audiences, problem solving and interpersonal skills; ability to work independently and as part of a team.
6. Ability to work under deadlines, work on a number of tasks simultaneously, and organize and prioritize work quickly in response to changing needs.
7. Experience with data management software such as SQL, ACCESS, Excel, and statistical

- analysis software such as Tableau, SPSS, SAS, R or equivalent.
8. Intermediate level or higher proficiency in the use of personal computers, with working knowledge of MS Word, Excel, Access, SharePoint and Outlook.
  9. Experience working with stakeholders and policymakers in community assessment processes.
  10. Experience with emerging business intelligence, infographics application and presentation software
  11. Valid Washington State Driver's License or the ability to travel throughout the county in a timely manner.

***The following are desirable qualifications:***

1. Demonstrated involvement and leadership in Equity and Social Justice Issues identification, strategy development, or evaluation in government or community based human service systems.
2. Demonstrated involvement in developing performance measurement in service systems serving vulnerable children, youth or adults with developmental disabilities.
3. Leadership in workgroups developing planning, performance measurement and/or evaluation strategies in government, education, housing or human service systems.