

Program Development-Project Evaluator

Employer: The Newfoundland Aboriginal Women's Network

Job Description: The Project Evaluator will work with project staff to develop a logic model, work plan, performance measurement, risk management and overall project evaluation plan for a proposed three (3) Phase project around culturally-based capacity building and economic security for Aboriginal women.

Start date: January 16th, 2012

Length of employment: Contract

Rate of pay: Negotiated

Location: Main office in Stephenville

Application Details: Applications and reference forms will be accepted via **Email** at nawn@nf.aibn.com with subject line **Project Evaluator, Fax: 709-643-1290** or may be dropped off at our Main Office located at 35 Carolina Avenue, Suite 131, Stephenville. (Copies of reference forms are available on our website at nawn-nf.com) For further info contact Linda Wells at 709-643-1290.

Deadline: January 13th, 2012

Other Details: Detailed information on job duties and reference forms can be found at www.nawn-nf.com.

Organizational Description: The Newfoundland Aboriginal Women's Network is a provincial, non-profit Aboriginal Women's Association, with its main office located in Stephenville. It has a mandate to support and empower Aboriginal women and families in all areas of personal development including but not limited to cultural revival and individual and collective capacity building to ensure continued growth and economic success.

Project Description: This three (3) Phase project, seeks to identify the barriers that exist or are perceived to exist, that are preventing Aboriginal women from achieving economic security. Communities will be landscaped and community plans developed. A sixteen (16) module culturally-based toolkit which will be implemented after community decisions/plans have been developed.

Need for Evaluation: Project funding agencies require accountability through all phases of this project and require the following:

- Demonstration of effective, efficient and equitable use of financial and other resources
- Recognition of actual changes and progress made
- Identification of success factors, need for improvement or where expected outcomes are unrealistic
- Validation for Board of Directors, project staff and partners that the desired outcomes are being achieved.
- Critical data required to measure project success is available when the time comes to evaluate the project

Desirable Qualities:

- Previous work experience in culturally-based program and evaluation development is desired.
- Proficiency in Microsoft Office and Publisher is essential.
- Outstanding oral and written communication skills are also important, since the applicant, has to coordinate and pass across information to the program development team as well as the organization's stakeholders.
- Excellent planning and organization skills
- Problem-solving and analytical skills are also important. The applicant understands the tools used in quantitative and qualitative planning.

Your skills and experience will include:

- A Degree in Education, Aboriginal Studies or Business with a focus on program development and relevant work experience.
- Familiarity with different approaches to evaluation, such as theory-based, realistic, and experimental evaluation
- A track record in managing and leading evaluation assignments and technical expertise in major aspects of data collection and analysis, such as: qualitative methods; survey design; survey sampling; and quantitative statistical analysis and experience with the online evaluation program Survey Monkey.
- Experience working within the Aboriginal community in Newfoundland Labrador