

EVALUATION/RESEARCH ASSOCIATE
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We're Growing! LeCroy & Milligan Associates, Inc. invites applications for an **Evaluation Associate**. As a member of a multi-disciplinary team of evaluators, the successful applicant will be responsible for leading multiple local, statewide or national program evaluation projects. We are seeking individuals who have experience in program evaluation utilizing multiple methods of data collection and analyses. We are also seeking applicants who have experience in leading and working across multiple projects as well as strong client consultation/management skills. Our team has diverse expertise in a range of applied research areas, and collaborative team activities make this an exciting work environment. Our work is in social science areas such as criminal justice, child welfare, public health, and/or education. The services we offer our clients include evaluation and research, training and technical assistance, strategic planning, program planning and development, and data management and analysis. LeCroy & Milligan Associates, Inc. was awarded a Southern Arizona Smart Inspiring Enterprise "People and Culture" award for outstanding small business practices and a "Best Place to Work" award in Tucson by the Chamber of Commerce.

We are proud to be a woman-owned business. We strive to create a workplace that reflects the communities we serve and where everyone feels empowered to bring their full, authentic selves to work. We're passionate about creating an inclusive workplace that promotes and values diversity. Companies that are diverse in age, gender identity, race, sexual orientation, physical or mental ability, ethnicity, and perspective are proven to be better companies. Creating an environment where everyone, from any background, can do their best work is of utmost importance to our mission.

Position Responsibilities Include:

- Coordinating, managing and conducting evaluation activities for various projects and initiatives being implemented in a variety of government and non-profit settings
- Ability to effectively lead project teams and to be a productive team member
- Designing evaluation plans including development of evaluation designs, goals and objectives, project timelines, and instruments (e.g. surveys, interview protocols, etc.)
- Responsible for collecting, analyzing, and interpreting qualitative and quantitative data
- Preparing and conducting presentations to a variety of stakeholder groups regarding project findings
- Providing technical assistance and training in data collection and evaluation topics to providers, as needed
- Designing, writing and editing of evaluation reports, literature reviews and written materials
- Supervision of staff in the collection, proofing, entry and editing of data for analysis, as needed
- Working with community leaders, government officials and other agencies and organizations to facilitate organizational and system learning and improvement.
- Participating in generating new business through client development and writing grant proposals.

Qualifications of Interest:

- Master's or Ph.D. degree in social sciences, public health, education, applied social research or related field, and experience in an applied setting preferred.
- Demonstrated experience in program evaluation methods.
- Demonstrated expertise in designing and carrying out mixed-methods evaluation activities
- Proficiency in database, word-processing, spreadsheet, and data analysis software applications
- Knowledge of data collection techniques and measurement tools; including web-based applications.
- Excellent written and oral communication skills.
- Strong organization abilities, including ability to manage numerous tasks and projects simultaneously.

Salary DOE, excellent benefit package includes health, dental, retirement, and paid time off.

Applicants are asked to send a cover letter and resume to info@lecroymilligan.com

To learn more about our work, please visit our website at www.lecroymilligan.com.