

POSITION DESCRIPTION

Inspiring all girls to
be strong, smart,
and bold

Girls Inc.
441 W Michigan St.
Indianapolis, IN, 46202

Position: Director of Research and Evaluation

FLSA Status: Exempt

Responsible To: Chief Operating Officer

Background: Girls Inc. inspires all girls to be strong, smart, and bold through direct service and advocacy. Our comprehensive approach to whole girl development equips girls to navigate gender, economic, and social barriers and grow up healthy, educated, and independent. These positive outcomes are achieved through three core elements: people - trained staff and volunteers who build lasting, mentoring relationships; environment - girls-only, physically and emotionally safe, where there is a sisterhood of support, high expectations, and mutual respect; and programming - research-based, hands-on and minds-on, age-appropriate, meeting the needs of today's girls. Informed by girls and their families, we also advocate for legislation and policies to increase opportunities for all girls. Join us at www.girlsinc.org.

Summary: The Girls Inc. Research and Evaluation department (R&E) provides the data-driven insights to ensure that, locally and nationally, Girls Inc. is known as the experts on girls. R&E produces informational products that provide support for national and local affiliate teams to tell a data-driven story of "Why Girls Inc.?" and how the Girls Inc. Experience impacts the lives of girls, volunteers, and staff. We lead national conversations about what it's like to be a girl today, providing research and information to inform programming, public policy, and development efforts for the Girls Inc. network. The Director of Research is charged with the leadership of this work and oversees all research activities at Girls Inc.

RESPONSIBILITIES:

- Lead a team of research professionals and collaborators to provide the Girls Inc. network with the information and analysis necessary to succeed in delivering the highest quality Girls Inc. Experience and advocating for girls' rights and opportunities.
- In partnership with the Girls Inc. affiliate network, actively bring current research and best practice to bear on existing, developing, and potential Girls Inc. programming; affiliate organizational excellence; advocacy; and public education efforts.
- Work closely with Learning Services, taking the lead in establishing the research base of programming, assuring the consistency of programs with

girl-focused research and with the Girls Inc. goals and values, as well as providing the rationale/need statement logic model, evaluation tools, and resources for programs and initiatives.

- Provide inspiring leadership and effective management of the Strong, Smart and Bold Outcomes Measurement Strategy, documenting the measurable difference a high quality Girls Inc. Experience makes in girls' lives and to foster a culture of continuous improvement and collective learning across the network.
- Actively work to create space for Youth and Affiliate voice in network research practices.
- Envision the next level of data use and integration across the network, including but not limited to innovative data reports, trainings, and resources so that Girls Inc. organizations may inform planning, make improvements in services and programming, underpin operational decisions, and communicate impact.
- Manage the research and information functions, including the development and reporting of any surveys of affiliates.
- Design and lead all Girls Inc. research projects, either by serving as principal investigator or by guiding Girls Inc. staff or external research consultants.
- Initiate and manage publications to increase knowledge about girls and young women.
- When appropriate and feasible, initiate and implement strategy for getting Girls Inc. programs and programming recognized as best practice and model programs in public and private listings.
- Work closely with the Fund Development Department to conceptualize and develop major fundraising proposals and budgets with significant research and evaluation components that support the Girls Inc. Strategic Plan.
- Serve as a member of the Senior Leadership Team, participating in organizational planning and decision-making.
- Serve as a Girls Inc. spokesperson, advocate for girls and organizational representative; participate in public policy, visibility and public relations initiatives to increase understanding of girls' issues and Girls Incorporated.
- Seek and manage relationships with researchers in academic and independent institutions, youth development professionals, program developers, trainers, policy makers, evaluators and other individual and organizational experts on the strengths and needs of girls and young women. Represent the organization in strategic alliances with organizations and institutions in these fields.
- Serve as staff liaison to the Girls Inc. National Board about research and information matters.
- Encourage a work environment in which racial, ethnic, gender and religious differences are valued and leveraged to inform and enhance our culture.
- Conduct other duties as assigned by the President/CEO and Chief Operating Officer.

SUPERVISORY RESPONSIBILITIES:

- Senior Research & Data Analyst
- Data Manager
- Research & Data Analyst (2)
- Various part-time contractors
- Consultants

QUALIFICATIONS:

Education: Ph.D. or equivalent doctoral level degree in appropriate social science field preferred.

Knowledge:

- Commitment to the philosophy and mission of Girls Inc.
- Knowledge of research on girls' growth and development; of programmatic responses to girls' strengths and needs, interests and opinions; of research design and evaluation in assessing educational and service programs; of communication with diverse audiences through many media; of proposal writing and marketing; of voluntary organizations and their structure; and of budget preparation and fiscal management.

Experience:

- Experience developing individual staff and building and supporting staff teams.
- Previous experience in designing, developing, implementing and reporting on youth development programs and action research.
- Demonstrated ability to manage complex program development, research and evaluation projects.
- Experience with, and commitment to, participatory action research preferred.
- Financial management and supervision of staff; and a record of successful proposal development.
- Superior writing and public speaking skills.
- Sophisticated computer/information technology skills.

Competitive Benefits

How to Apply:

Interested applicants should send a cover letter and resume to humanresources@girlsinc.org. Please enter Director of Research and Evaluation in the subject line. No phone calls, please. **The position is open until filled.**

GIRLS INC. IS AN EQUAL OPPORTUNITY EMPLOYER.