PROGRAM EVALUATOR (Strategic Planning and Performance Analyst)

Posted 3 days ago

ISSUED: 02/21/2023   **CLOSES: 03/03/2023**

Re-advertised

Position:	PROGRAM EVALUATOR (Strategic Planning and Performance Analyst)
Salary:	$59,269 Annually
Department:	Community Services/Administration
Hours:	8:00 A.M. to 5:00 P.M., Monday - Friday
Other:	**THIS IS AN AT-WILL POSITION.**

Use the Job ID based on the Position Location as follows

Location	Job ID
810 Datura Street, WPB	20052

Highly responsible work in the coordination, implementation, monitoring and evaluation of the Department's programs and services. Responsible for oversight of technical and administrative work researching, writing and disseminating information for health and human services, federal grant projects or community-based services, including setting standards and criteria for evaluation of performance and coordination of services for funded programs. Work includes administration of the services, information system and any data collection system for the fiscal and case data gathering components. Acts as the primary point of contact for the preparation of performance measures and outcomes measurement; participates in the Request for Proposals (RFPs) and renewal processes of programs. Work is performed with considerable independence within the scope of professional methods and procedures to accomplish assigned projects. Analyzes and monitors varied health and human services programs. Work is performed under general supervision and is reviewed through conferences, reports and evaluation of results obtained.

QUALIFICATIONS:

Bachelor's Degree in Public/Business Administration, Planning, Evaluation, Social Work or closely related field; minimum of three (3) years of professional-level experience in research, planning, program monitoring or evaluation that includes information systems management. *Equivalency*: **Unrelated Bachelor's Degree and four (4) years of related professional-level experience that includes information systems management.**

PREFERENCE FOR EXPERIENCE WITH: Data analysis/management of Homeless Management Information Systems (HMIS) software; homeless programs; creating/generating reports/dashboards/data visualizations **(must specify on application)**; data analytics using PowerBi/Tableau/Crystal Reports/Geographic Information System (GIS)/SPSS Statistical software. Also desirable: Knowledge of federal/state/local grants **(must specify on application)**; knowledge of social services/health and human services programming **(must specify on application)**; knowledge of program evaluation and research methods **(must specify on application)**; bilingual (English/Spanish/Creole); related Master's Degree; two (2) or more years of experience in data analysis and management of a Housing Urban Development (HUD) approved HMIS system.

NOTE: It is not necessary to submit another application for this position if you applied 12/19-30/22 or 1/9-20/23.