



Na'ah Illahee Fund
6512 23rd Ave NW, Suite 305
Seattle, WA 98117
<http://www.naahillahee.org>
206-784-0818 office

Seattle, Washington
December 2018

JOB ANNOUNCEMENT

Position: Community Connections Program Evaluator

Commitment: Part time, 32 hours/week

Reports to: Program Manager

Na'ah Illahee Fund is a community-based organization headquartered in Seattle, with a mission to support and promote the leadership of Indigenous women and girls in the ongoing regeneration of Indigenous communities in the Pacific Northwest.

Na'ah Illahee Fund's scope of impact includes both urban and reservation-based indigenous communities throughout the Pacific Northwest region. The majority of our direct organizing work currently takes place in the Puget Sound/Salish Sea region with Native people who are from many tribal nations.

The **Community Connections Program** brings together students, educators and community members in a culturally relevant, nurturing prevention environment for Indigenous youth to explore and develop positive self-identity and ways to successfully navigate institutions such as schools. Another key component is an early intervention strategy that utilizes Restorative Justice practices to directly address issues in order to build a "school to success pathway".

Position Summary: The Community Connections Program Evaluator is responsible for the coordination of the program evaluation of the restorative justice and after school components of the Community Connections program. The Evaluator develops and coordinates the implementation of the evaluation system, ensuring that the program services further the mission of the Na'ah Illahee Fund, helps us to meet the needs of the young people we serve; while meeting the deliverables of the King County Best Starts for Kids contract.

Program Responsibilities:

- The evaluator will develop and conduct an evaluation process that is in compliance with the King County Best Starts for Kids contract and the NIF program management plan.
- The evaluator will develop an evaluation review board. The evaluation review board will help develop the program logic model, provide feedback on data collection instruments, and the CC Program Evaluation Plan drafted by the evaluator.
- The evaluator will draft program data collection instruments such as surveys, interviews or fact sheets for the restorative justice and after school components of the CC Program to be reviewed by the evaluation review board and NIF Managers.
- Oversees the collecting of information from program participants, parents and program staff.
- The evaluator will provide an internal and external Final Evaluation Report that provides detailed commentary and data on the evaluation topics, and that meets the requirements for King County.

General Organization Responsibilities include participation in staff planning and meetings; abide by legal requirements and company policies and procedures; operate within budget; maintain an approved workplan at all times; participation in funder evaluation as directed; and maintenance of organizational and program records. To assure the health of this small organization, it is vital that staff remain very organized, detail-oriented and maintain clear and constant communication as well as excel in the ability to work independently as well as collectively.

Required Qualifications:

- Proven experience in Native youth program evaluation
- Personal qualities of professionalism, integrity, confidentiality and reliability
- A commitment to Native American/Indigenous communities, Native youth, and women and girls' empowerment
- Direct experience working with Native American and Indigenous people including Elders and students
- Professional references and tribal community recommendations
- Ability to work a flexible schedule, including nights and most weekends
- Technology skills
- Social media skills
- A valid Washington State driver's license and good driving record
- Position includes desk work as well as field work

Compensation: \$30,000 - \$35,000 annual salary, DOE. Benefits included.

To Apply: Send resume and cover letter to shawn@naahillahee.org, attention Shawn Peterson, Youth Programs Manager.

Deadline for application December 20th, 2018; or until the right candidate is hired.