

THE EPISCOPAL HEALTH FOUNDATION JOB POSTING

Job Title: Evaluation Officer

Reports to: Dr. Alexandra (Lexi) Nolen, Director of Impact

Position Summary: As a new organization and a part of the Episcopal Diocese of Texas, the Episcopal Health Foundation seeks an energetic and strategic professional to help lay the groundwork for the organization's future success. The Evaluation Officer will be **responsible for developing tools and indicators for measuring the impact of all Foundation programs, conducting the evaluation, and analyzing findings**, in collaboration with the Director of Impact to ensure that the Foundation's work is designed to and does impact health in the 57 counties of the Episcopal Diocese of Texas.

The Evaluation Officer's role includes the following:

- Working as a part of the Impact Team to meet team goals and responsibilities, consistent with the direction set by the Foundation's board.
- Establishing monitoring and evaluation processes, along with tools and indicators to ensure that all programs are carefully designed to deliver meaningful impact toward Foundation goals. Contribute to the overall evaluation of the Foundation's impact.
- Use information from monitoring and evaluation processes to contribute to the development and enhancement of strategies as well as engagement with grantees and other partners to improve impact.
- Working with the Diocesan Liaison, the Knowledge Officer, and the Director of Impact to ensure all Impact Team responsibilities are met.

Requirements

We seek a team member with experience in evaluation of community programs and health impact within a professional organization, a passion for social change, and who is excited to use that experience to support the Foundation in achieving its goals. The successful candidate will have a master's degree and at least 5 years' experience in social sciences, public health, planning, evaluation and/or public policy with progressively greater responsibilities. The candidate must be able to work comfortably and confidently with all Foundation staff as a member of a collaborative team. The Foundation staff members work together to execute the organization's mission, and all team members are important contributors to our success, regardless of their specific responsibilities or placement within the organizational structure.

Desired Qualifications

- Significant experience in using quantitative and qualitative indicators for tracking achievement of goals, including complex goals involving multiple strategies and actors
- Familiarity with social change processes and social determinants of health
- Track record of success in evaluating programs and using that knowledge to inform future planning cycles.
- Proven ability to successfully convey the importance of data to multiple levels of management

- Experience producing reports and powerpoints that summarize complex information
- Demonstrated ability to participate in a multidisciplinary team environment
- Experience in interfacing with a variety of stakeholders including community members and faith-based groups
- Exceptional relationship management skills and collaborative style
- Comfort with ambiguity and skillfulness in addressing competing sets of priorities
- Excellent judgment and unquestioned integrity
- Ability to prioritize projects and meet deadlines and support others in doing the same
- Flexibility and the ability to thrive in an environment of growth and change
- Respect for diversity and knowledge of the region's demographics
- Intellectual rigor and curiosity
- Superior problem solving and oral and written communications skills
- Ability to be politically astute and ecumenically inclined.

Compensation

Salary will be set in accordance with the successful candidate's experience. In addition to salary, the candidate will receive Episcopal Health Foundation's employee benefits which include comprehensive health insurance coverage and a 403(b) retirement plan to which the Foundation will contribute an amount equal to 9% of salary.

Interested candidates should submit a resume and cover letter by email to jobs@episcopalhealth.org. Please respond by September 12. This position is not eligible for relocation reimbursement.

About Episcopal Health Foundation

The Episcopal Health Foundation is a new entity established through the recent sale of the St. Luke's Episcopal Health System to Catholic Health Initiatives. The Foundation supports the work of the Episcopal Diocese of Texas and has assets of \$1 billion. The mission of the Foundation is to advance the Kingdom of God with specific focus on human health and well-being through grants, research, and initiatives in support of the work of the Diocese. Episcopal Health Foundation embraces the World Health Organization's broad, holistic definition of health: a state of complete physical, mental and social well-being and not merely the absence of disease. We will focus on improving the health of the 10 million people who live within the 57 counties of the Diocese.

The following core values are guiding principles that direct our work:

- **Informed Action.** Rigorous research is the foundation for actions and initiatives that have the potential to transform human lives and organizations.
- **Collaboration.** The most effective use of financial resources is often discovered in ministries that go beyond the limits of individuals or individual congregations. Broad-based communities galvanized around responses to particular human needs have a powerful potential to effect real and lasting change.
- **Empowerment.** The old adage is true: It is good to give a hungry person a fish; it is empowering to teach the same person to fish. Loving and compassionate people often

need training to be effective change agents. Leadership development and training are central to empowerment.

- **Stewardship.** Good stewardship requires careful oversight and development of the abundance that God provides.
- **Transparency.** All actions and decisions are open to the light of public scrutiny. Secrecy and confidentiality are not the same thing.
- **Accountability.** The results of decisions and actions of EHF are audited and measured against reasonable benchmarks. Mistakes are made. When mistakes are treated with openness and honesty, lessons are learned. Public accounting and reporting are made on a regular basis.
- **Transformation of human lives and organizations.** The best good is good that lasts by effecting transformational changes in root causes.
- **Compassion for the poor and powerless.**