

## Senior Researcher/Evaluator (Part-Time or Full-Time)

*Location: Illinois*



### **About EduDream**

EduDream is a Latina owned research and consulting firm that partners with schools, foundations, and nonprofits working to ensure educational equity for racially and economically diverse students and communities. We advance our mission by engaging in research and program evaluation, data analytics and insights, community needs assessments, and strategic planning that uncover systemic issues, explain program impact, and leverage evidence to drive strategy and decision-making. Our team has worked with leading philanthropic and education organizations including the Bill & Melinda Gates Foundation, Teach for America, The Aspen Institute, and Partnership for College Completion.

### **Position Description**

EduDream is seeking a Senior Researcher/Evaluator (herein Senior Associate) to lead culturally responsive and equity-focused research and evaluation projects in a highly collaborative team environment. The Senior Associate will build, strengthen, and sustain client relationships and collaborate with educators, community-based organizations, families, students, and other stakeholders to design and implement research and evaluation projects. EduDream clients include nonprofits, local and national foundations, institutions of higher education, and schools. The Senior Associate will also contribute to business development, including conceptualizing or writing major sections of proposals. The successful candidate will bring 5-7 years of research, evaluation, and project management experience to advance our mission. Prior experience should reflect at least 5 years demonstrated experience building and managing client relationships.

### **Our Culture**

At EduDream, we believe that a great workplace is one where you are inspired by your colleagues and deeply engaged in your work every day. We believe in mutual respect and trust, and value diversity in informing our views and work. We move nimbly, iterating quickly to improve, and collaborating constantly to deliver useful solutions that advance educational equity.

As we grow, we seek new team members who possess the following core characteristics:

- You are committed to continuous learning and growth.
- You want to co-create and be a part of a high-functioning team.
- You are able to engage others in pursuit of our mission to advance educational equity.
- You thrive in an entrepreneurial environment.
- You approach work as a dedicated and self-driven professional.

### **Duties and Responsibilities**

- Develops strong and sustaining relationships with clients
- Engages community authentically and transparently
- Acts as a project lead, overseeing project design and data collection, ensuring quality and reliability
- Provides technical input and guidance for the planning, design and implementation of research and evaluation projects using culturally responsive and equity-focused approaches and mixed-methods
- Facilitates multi-level stakeholder meetings of varying sizes and complexity
- Conducts literature reviews and policy scans on key educational issues

- Designs and manages qualitative evaluation tools, such as surveys, interview protocols, and focus group protocols
- Leads qualitative data collection and analysis, including facilitating interviews and focus groups, and conducting qualitative data analysis using qualitative methods and software
- Writes/edits research and evaluation plans, reports, and summaries
- Develops and presents high-visibility presentations effectively for technical and non-technical audiences including clients, stakeholders, and the public
- Participates in proposal and funding planning, including conceptualizing or writing major sections of proposals
- Provides expertise and mentoring to junior staff members assigned to projects
- Communicates effectively, orally and in writing, with clients, staff, and other project stakeholders
- Troubleshoots complex problems and develops solutions in consultation with project team members
- Advises, consults, and collaborates with senior management and project staff on expanding current projects and developing new work

### **Position Qualifications**

Interested applicants should possess many of the following knowledge, skills and abilities:

- Master’s degree or equivalent combination of education and experience
- 5-7 years of relevant work experience, preferably in nonprofit or education settings
- At least 5 years of demonstrated experience as primary lead of research and evaluation projects beyond graduate degree
- Experience leading and managing research and evaluation projects, including establishing project timelines, monitoring tasks, milestones, and budgets, delegating work, and supporting team members
- Strong project management skills and experience scoping and directing multi-year projects and/or tasks
- Experience with quantitative and qualitative research methods
- Experience synthesizing research and evaluation findings for various audiences
- Accuracy with work, strong organizational skills, and attention to detail
- Strong communicator who is responsive to feedback, collaborative, and a team player
- Ability to deal tactfully and diplomatically with others
- Ability to work productively in a web-based environment, both independently and in teams
- Flexibility to handle multiple priorities, sometimes simultaneously, under deadline pressure
- Effective time management skills
- A sense of initiative and willingness to ask questions and self-advocate in the work environment
- Demonstrated passion and commitment to educational equity

### **Compensation**

The salary range for a full-time salaried position is \$70,000-\$85,000, depending on experience.

### **Application Process**

In lieu of a cover letter, please send responses to the questions below, along with your resume, to: [info@edudream.org](mailto:info@edudream.org). In the email subject line, include: First and Last Name followed by “Senior Research Associate.” Applications will be reviewed on a rolling basis through the due date.

1. Why do you want to work with EduDream?
2. Describe your experience building and sustaining client relationships.
3. What experience do you have designing and implementing research and evaluation projects for nonprofits, foundations, or schools?

*EduDream is an equal opportunity employer, and we strongly encourage applications from women, people of color, immigrant, bilingual, and bicultural individuals, as well as members of the lesbian, gay, bisexual, and transgender communities.*