

Maine Center for Public Health

Job Description

Job Title: Senior Evaluator/Senior Research Associate

Position Requirements and Preferences. *Requirements* include: graduate degree in public health or related field (Ph.D. preferred), extensive public health program evaluation experience and/or research experience including strong qualitative and quantitative research skills, and supervision and contract management experience. *Preferences* include: experience in both state and local public health programs, experience with proposal-writing, and experience with national and Maine's health information/surveillance systems.

General Description of Position: This is a core position in the Maine Center for Public Health and will be part of the MCPH Management Team. The Senior Evaluator/Senior Research Associate will act as the Evaluation Team Leader and oversee all aspects of the MCPH evaluation work.

Specific Tasks. The Senior Evaluator/Senior Research Associate will be responsible for:

- Supervising evaluation staff and contractors,
- Managing all aspects of large and small evaluation contracts including monitoring contract budgets and submitting timely reports
- Overall coordination, design and implementation of program evaluation
- Providing technical assistance and/or training on evaluation methods
- Conduct qualitative and quantitative analyses
- Write evaluation reports and plans.
- Working with staff to identify and apply for new evaluation/research projects and funding
- Participating on senior management team
- Other duties as assigned

Reporting: The position will report directly to the President or Vice President of Operations and will assist him/her and other Center staff, Board members and stakeholders in a variety of tasks all intended to strengthen Maine's public health system. The position will be located in the Augusta, Maine office.

To apply: Please send resume and cover letter to:

Director of Administration

Maine Center for Public Health

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