



## **EVALUATOR, PROGRAMS**

**One (1) full-time, temporary position (24 months) – Toronto, ON**

**Are you recognized for your evaluative thinking as much as your technical strengths in quantitative and qualitative research? Do you have the confidence to act as a subject matter expert in a multi-stakeholder environment? If so, here's an exciting opportunity to join the City of Toronto and support data-driven decision-making at the Parks, Forestry & Recreation Division.**

Reporting to the Manager, Research and Analytics, in the Policy and Strategic Planning Branch of Parks, Forestry & Recreation, you will help design, plan, and lead the implementation of small and large evaluative frameworks, needs assessments, and applied research projects. As an Evaluator, Programs, you will also provide direction to Research Analysts and Data Analysts, while collaborating cross-functionally with data analytics and policy colleagues.

As a successful evaluation lead for this team, you must possess a strong technical background, especially in program evaluation and applied mixed methods research for recreation, ecosystem services, climate change resilience, public space, and youth-focused, community- and network-building programs. You should be results-driven, and highly motivated, and have a track record of using evaluation and evaluative thinking to drive the understanding, improvement, and communication of quality of life outcomes for the public.

If you are passionate about improving the quality of life in the City of Toronto through evaluative thinking, please apply to this exciting opportunity with Parks, Forestry & Recreation.

### **MAJOR RESPONSIBILITIES**

Your primary responsibilities as a Program Evaluator will be varied, but you'll be expected to:

#### **Evaluation Planning & Measurement Framework Development**

- Collaborate with divisional units/sections/branches in the planning and evaluation of programs.
- Develop plans for the implementation of the evaluation strategy and data development agenda in collaboration with internal and external groups.
- Research, review and implement policy and programs for evaluation.
- Design causal and/or logic models and/or theories of change to frame and design/integrated measurement frameworks for divisional policies, strategies and plans.
- Design, plan, and implement high-quality applied research, evaluation and/or baseline studies.

#### **Data Collection and Analysis**

- Analyze needs and develop assessment tools.
- Coordinate and collaborate with divisional managers, and technical experts in the related field of the study to streamline related or connected work processes and/or data collection, and to ensure monitoring and evaluation components are well integrated in the implementation plans.
- Provide technical support to divisional teams in the development, use, and quality assurance of data collection methods for qualitative, quantitative and participatory research and evaluations.
- Design and test evaluation and applied research strategies and tools to ensure the quality and usability of performance monitoring tools, and collect data from patrons and program participants to support the decision-making process.
- Design, develop and implement surveys to determine customer satisfaction with specific programs.
- Coordinate cross-functional groups within the Division to support data quality assurance and data governance guidelines.
- Perform the statistical analysis and evaluation of results and prepare reports.

#### **Knowledge Translation and Capacity Building**

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- Translate lessons learned, evaluations and/or research results into knowledge products that are visual, and easy to apply and communicate.
- Represent the team and give presentations at relevant learning networks, meetings and events related to research, evaluation, or knowledge management related to relevant subject areas.
- Provide subject matter expertise related to evaluations.
- Train divisional and unit staff on monitoring and evaluation of foundational knowledge.
- Provide direction and guidance to Research/Data Analysts and/or Research Trainees.
- Consult and/or work collaboratively with external groups, stakeholders, outside organizations and interest groups to identify shared interests/results.
- Collaborate in decisions reached, ensure outcomes are supported and provide mediation for opposing viewpoints.

## KEY QUALIFICATIONS

Your application for the role of **Evaluator, Programs** must describe your qualifications as they relate to:

1. Master's degree in program evaluation, epidemiology, anthropology, social sciences, ecology or public health or social services research, or an equivalent combination of education and experience.
2. Considerable experience in conducting and supporting program evaluations and/or public health, ecosystems or social science research in a public service context.
3. Considerable experience with quantitative and qualitative evaluation/research methods.
4. Experience with sampling design and statistical analysis.
5. Experience with youth and/or older adults, and recreation or community-building services.
6. Experience in data analytics using Geospatial, R or Python, Nvivo/Atlas.ti or similar programming languages.

### You must also have:

- Excellent interpersonal skills to maintain inter-professional team relationships with multiple stakeholders, including City staff and the public.
- Excellent political acuity.
- Ability to create and effectively present information and facilitate discussions with various audiences.
- Ability to work independently with minimal supervision.
- Detail orientation, dependability, and flexibility with initiative, capacity, and organizational skills to handle a complexity of tasks simultaneously.
- Excellent critical thinking, problem-solving and conflict resolution skills.
- Excellent time management and organizational skills.
- Ability to travel to various locations.
- Ability to support the Toronto Public Service values to ensure a culture that champions equity, diversity and respectful workplaces.

### Assets:

- Advanced computer skills in data analytics (R or Python, Nvivo/Atlas.ti) or data visualization (Adobe Illustrator, Power BI, Tableau, ArcGIS).
- Project management training and certification (PMP).
- Recreation or sport for development program evaluation skills.

**Wage Range:** \$46.84 - \$51.33 per hour

**Toronto** is home to more than 2.9 million people whose diversity and experiences make this great city Canada's leading economic engine and one of the world's most diverse and livable cities. As the fourth largest city in North America, Toronto is a global leader in technology, finance, film, music, culture, and innovation, and consistently places at the top of international rankings due to investments championed by its government, residents and businesses. For more information, visit [jobs.toronto.ca](https://jobs.toronto.ca) or follow us on Twitter at [Twitter.com/CityTOjobs](https://twitter.com/CityTOjobs), on LinkedIn at [Linkedin.com/company/city-of-toronto](https://linkedin.com/company/city-of-toronto) or on Facebook at [Facebook.com/CityTOjobs](https://facebook.com/CityTOjobs).

**Note:** All City of Toronto employees are required to be fully vaccinated as a condition of hire in accordance with the City's [Mandatory Vaccination Policy](#). Candidates will be required to show proof of vaccination during the recruitment process.

### **Equity, Diversity and Inclusion**

The City is an equal opportunity employer, dedicated to creating a workplace culture of inclusiveness that reflects the diverse residents that we serve. Learn more about the City's commitment to [employment equity](#) < [https://jobs.toronto.ca/jobsatcity/content/Hiring-Policies-and-Statements/?locale=en\\_US](https://jobs.toronto.ca/jobsatcity/content/Hiring-Policies-and-Statements/?locale=en_US) >.

### **Accommodation**

The City of Toronto is committed to creating an accessible and inclusive organization. We are committed to providing barrier-free and accessible employment practices in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). Should you require Code-protected accommodation through any stage of the recruitment process, please make them known when contacted and we will work with you to meet your needs. [Disability-related accommodation during the application process is available upon request](#). Learn more about the City's [Hiring Policies and Accommodation Process](#).

### **How to Apply:**

For more information on this and other opportunities with the City of Toronto, visit us online at <https://jobs.toronto.ca/jobsatcity/>. To apply online, submit your resume, quoting **Job ID #15846**, by **Wednesday, February 9, 2022**.

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