

School/Department	Data, Research, Evaluation, and Assessment
Job Title	Director of Research and Evaluation
Job Number	4600293782
Job Type	Non-Certified
Reports To	Chief of Data, Research, Evaluation and Assessment
Job Posting Link	
	Support Administrator Salary Schedule, Level 4 (\$102,984 Annual)
Salary	FLSA Status: Exempt
	Work Locations: Administration Building (Oakland Office)
	Work Months: 12
Endorsements	
	Pittsburgh Public Schools employs over 4,000 individuals in various capacities to support the academic achievement and strength of character of the students we serve.
Position Summary	Under the supervision of the Chief of Data, Research, Evaluation and Assessment (DREA) , the Director of Research and Evaluation will oversee the Research, Evaluation, data sharing and reporting. The Director of Research and Evaluation is responsible for providing support services to central and school-based staff in the design and execution of program evaluations to include the development of logic models, appropriate analyses, provision of support for data collection and analysis, and assisting with the completion of the Evaluation reports. The director is responsible for supervising the assigned staff to complete program evaluations, research activities and data reporting. This position will also coordinate with the other directors in the Data, Research, Evaluation and Assessment Division to ensure the development and delivery of training in the areas of assessment, evaluation, and accountability. This position is

expected to cooperate and coordinate with district partners, other district and school level personnel, and participate in appropriate local, state, and national organizations.

Candidates must be enthusiastic about the fundamental goal of advancing student achievement in an urban public school district. In addition, we are seeking candidates with:

- Master's Degree in educational assessment, research, evaluation, Information Services or a similar related field (i.e. MIS, Public Health, Psychology, Statistics etc.) or Bachelors degree in Education, Statistics, or related field with extensive experience in data and accountability; - Ed.D. or Ph.D. in educational assessment, research, evaluation, Information Services or a similar related field

- At least 10 years of experience in a leadership position and educational assessment, research, evaluation or a similar related field preferred

Qualifications

- Experience and/or training In data management, and/or data forensics.

- Experience with statistical software (e.g. SPSS, SAS, STATA, R, etc.), and/or working with databases (e.g. SQL, etc.)

- Strong data-analytical skills, data forensics, and the ability to explain, to non-technical audiences Program Evaluation techniques, Statistical methods, and reporting options.

- Successful track record of completing tasks on time and within budget.

- A capacity to solve problems, to stay organized and manage multiple priorities.

- Experience with data visualization preferred.

- Excellent verbal, written and interpersonal communication skills.
- Demonstrated proficiency in Microsoft Outlook, Word, Excel, PowerPoint.
- Ability to cultivate relationships with culturally, educationally, and racially diverse internal and external customers.
- Ability to exercise a high degree of confidentiality, professionalism, and diplomacy to accomplish objectives.
- Value, demonstrate, and promote diversity, equity, and inclusion

Residency Requirements	City of Pittsburgh Residency Required
	<ol style="list-style-type: none"> 1. Supervise data reporting and provide guidance on the appropriate methods and approaches for the compilation, review and interpretation of data in relation to students' achievement, attainment, equity status and behavior. 2. Supervise the reporting unit to ensure data and report availability to teachers, principals, curriculum personnel, district administration, parents, and external partners.
Essential Job Functions	<ol style="list-style-type: none"> 3. Conduct, supervise, and provide support for program evaluation, ensuring appropriate processes and methodological approaches are used and evaluation results are reported to all stakeholders. 4. Serve as the Chair o the Pittsburgh Public Schools' Internal Review Board. 5. Work with external Internal Review Board applicants to focus research projects to improve student experience and conditions.

6. Monitor, coordinate with, and oversee research conducted by external partners.
 7. Support Pittsburgh Public Schools and School Leaders by providing research and data expertise that supports school-based and district wide initiatives.
 8. Stay abreast of published best practices and educational research publications.
 9. Represent the Pittsburgh Public School's with outside agencies with respect to the school district's research/data capacity, capabilities, history, and experience.
 10. Participate in cross departmental collaborative teams supporting improving educational practices and approaches by providing statistical and research recommendations.
 11. Conduct in-services and professional development on research initiatives and the use of data to to support school-based and central administrative needs.
 12. Review evaluation components of internal grants and monitor implementation of evaluation pieces.
 13. Directly supervise members of the Research and Evaluation division within the DREA department.
 14. Participate in departmental, team, and individual planning and goal-setting.
 15. Communicate effectively and confidentially at all levels, over the phone, face-to-face, and electronically.
 16. Other relevant duties as assigned by supervisor in support of the Department of Human Resources goals and
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objectives and the District's mission and Superintendent's Priority Goals.

**Additional Job
Information**

Closing Date 05/22/2024

The Pittsburgh Public Schools (PPS) does not discriminate on the basis of race, color, age, creed, religion, gender (including gender identity or expression), sexual orientation, ancestry, national origin, marital status, pregnancy or disability in its programs, activities, career and technical education programs or employment and provides equal access to the Boy Scouts and other designated youth groups. It is the policy of the Pittsburgh School District to make all services, programs and activities available and to provide reasonable accommodations to persons with disabilities. Please make requests for accommodations at least 72 hours before the scheduled event. For more information regarding accommodations, civil rights grievance procedures, please contact Employee Relations, Office of Human Resources, 341 S. Bellefield Ave, Pittsburgh, PA 15213 or 412-529-HELP (4357).