



BioBus, Inc.
Driving Science Education
www.biobus.org

Job Opening: Director of Program Evaluation

Full-time position with benefits

Position: Director of Program Evaluation
Location: New York, NY
Reports to: Executive Director

[Online Application](#)

Company Information

Founded in 2008, BioBus aims to spark, cultivate and sustain interest in science by providing people of all ages and backgrounds access to hands-on research lab experiences. We operate a research-grade microscope lab on wheels that visits schools across the NYC metropolitan area and reaches over 30,000 people a year; soon, we will launch an additional mobile laboratory and double our audience. In addition, we run ongoing BioBase programs, including afterschool and weekend science classes, science summer camps, public science lectures and professional development workshops for NYC public school teachers. We are looking for someone with a strong background in program evaluation to analyze the short- and long-term outcomes of BioBus programs and to help us modify programs in order to maximize impact.

Position Summary

The Director of Program Evaluation is responsible for design and execution of evaluation of BioBus and BioBase programs, informs curriculum and program development, and plays a critical role in the continuing growth and development of BioBus. This person has a strong background in program evaluation, ideally with a focus on educational programs. A successful candidate will also have relevant education and/or experience in teaching and youth program development, preferably with science expertise. As a member of the senior staff, the Director of Education and Evaluation works closely with the Executive Director, Chief Scientists, Director of Development, and all teaching staff. This position is funded via a three year Alfred P. Sloan Foundation grant, with continuation of the position based on performance and available funds.

Specific Responsibilities

- *Direct Evaluation*
 - Design and implement short- and long-term evaluations for all programs
 - Analyze evaluation results

- Evaluate programs as necessary for funding proposals and reporting, working with Director of Development
- Collaborate with other senior staff to frame the BioBus mission and to support grant-related efforts to that end
- *Inform Program Improvement*
 - Use evaluation to support curriculum and program changes as well as new program development, working with Chief Scientists and teaching staff
 - Inform professional development from an evaluation perspective, so that BioBus teaching staff continue to achieve pedagogical excellence in BioBus programs

Required Qualifications

- Experience and/or training in designing and implementing social program evaluation
- Ability to perform data analysis using appropriate statistical packages
- Strong written communication skills
- Effective manager and team member, including managing and working with staff who are not direct reports
- Conversant with current technologies, including Google Apps for Business
- Experience with database management
- Comfortable in public presentations in small and large groups
- Willing to serve as a spokesperson for the organization

Preferred Qualifications

- Relevant advanced degree, such as a PhD in education, or enrollment in an advanced degree program
- Science teaching or relevant curriculum/program development experience
- Experience designing evaluation for educational programs specifically
- Familiarity with Salesforce
- Budget management experience
- Familiarity with best practices in informal science education

To apply, please visit www.biobus.org/jobs