

**Program Evaluation and Accountability Coordinator
North Carolina A & T State University**

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Posted Mar. 8, 2021, set to expire Jul. 6, 2021

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| Job Title | Program Evaluation and Accountability Coordinator |
| Department | Cooperative Extension |
| Institution | North Carolina A & T State University Greensboro, North Carolina |
| Date Posted | Mar. 8, 2021 |
| Application Deadline | Open until filled |
| Position Start Date | Available immediately |
| Job Categories | Professional Staff |
| Academic Field(s) | Agricultural Extension Agricultural - General |
| Apply Online Here | https://jobs.ncat.edu/postings/21819 |
| Apply By Email | |
| Job Description | |

Primary Purpose of Position

Provides educational leadership in developing, implementing, and managing the Extension program evaluation and accountability process for its research-based, integrative statewide programs to meet the needs of limited-resource and socially-disadvantaged audiences. Provides guidance and training for Extension state and county staff in developing and administering program assessment strategies and techniques, consistent with the philosophy, policy, and overall mission, goals, and educational objectives of the Cooperative Extension at North Carolina A&T. Supports CAES research faculty members with developing assessment plans and tools for Evans-Allen proposals/projects and other proposals/projects. Identifies impact stories, compiles data, prepares and submits federal and state plans of work and annual reports for USDA NIFA and other reporting needs.

The Program Evaluation and Accountability Coordinator 1) provides leadership and collaboration with appropriate administrators, program leaders, and others in the development of program

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accomplishment materials to be provided to policymakers and other unique audiences; 2) works with North Carolina State University's evaluation and accountability specialist to ensure that the state's Evaluation and Reporting System (ERS) reflects the needs of N.C. A&T's Cooperative Extension; 3) develops educational materials and training opportunities focusing on program evaluation, accomplishment reporting, and assessment strategies for campus-based and county-level Extension staff; and 4) develops, in conjunction with the Cooperative Extension management team, strategies and procedures for program evaluation and accountability efforts that meet local, state and compliance with federal civil rights obligations and reporting requirements; 5) Identify gaps and develop/suggest remedies to improve statewide programming efforts to improve outreach and better address the needs of limited resource small scale farmers and landowners, youth, families, communities.

Primary Function of Organizational Unit

Cooperative Extension at North Carolina Agricultural and Technical State University is an educational outreach organization within the College of Agriculture and Environmental Sciences. Cooperative Extension at A&T provides researched-based educational information, programming, and technical assistance to limited-resource audiences that address a diverse range of issues in four programmatic areas – Agriculture and Natural Resources, Family and Consumer Sciences, Community and Rural Development, and 4-H Youth Development. Together with its partners – North Carolina State University Extension, U.S. Department of Agriculture, state and county governments, a dynamic and resourceful system is formed. In addition to campus operations, Cooperative Extension at North Carolina A&T has professionally staffed offices in almost half of the 100 counties in North Carolina and the Eastern Band of Cherokee Indians. Through our Agricultural Research Program and our Cooperative Extension Program, we are able to research issues of importance to North Carolina and provide research-based outreach training to citizens across the state and around the world. For additional information, please visit (<http://www.ncat.edu>).

Minimum Requirements

- Master's Degree from an accredited university in a field related to this position's duties, such as evaluation education, measurement, adult education, psychology, agricultural education, or extension education.
- Three or more years of professional experience in evaluating community-based programs/non-formal educational programs and research projects.
- Demonstrated skills in program evaluation and social science research methodology.
- Experience with quantitative and qualitative evaluation techniques.
- Demonstrated skills in the use of computers, including internet, word processing, spreadsheets and database management programs.
- Experience with statistical analysis and various statistical software.
- Teaching and training experience in formal and/or non-formal educational settings.

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Preferred Years Experience, Skills, Training, Education

- Ph.D. from an accredited university in a field related to this position's duties, such as evaluation education, measurement, adult education, psychology, agricultural education, or extension education.
- Five or more years of professional experience in evaluating community-based programs/non-formal educational programs and research projects.
- Experience planning, implementing and evaluating educational programs.
- Ability to interact and gain support from constituencies outside the university, such as business and industry, state and federal agencies, and non-profit and private foundations.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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