



EVALUATION & RESEARCH ASSOCIATE

School-to-School International (STS) is a nonprofit organization based in Pacifica, California committed to improving the lives and learning of girls and boys worldwide through thoughtful research, practice, and partnerships. For over a decade, we have partnered with individuals, government ministries, nongovernmental organizations, private foundations, and research institutions to improve the quality of children's learning through educational research and integrated support solutions for children in primary school. We have worked in over 30 countries across the globe providing assistance in research and evaluation, curriculum and training, and policy and planning.

Role: The primary role of the Evaluation & Research Associate is to support technical tasks/specific workstreams on two to three projects. The Evaluation & Research Associate works with the project team and their supervisor to complete technical tasks on assigned projects. The Evaluation & Research Associate contributes to project-related evaluation and research activities, writing of results, and engaging in advocacy concerning those findings. The Evaluation & Research Associate helps create, test, and develop solutions that address an identified need.

Responsibilities:

- Support two to three projects, providing technical assistance regarding a specific area of expertise on a project activity, either in a short- or long-term capacity.
- Lead a portfolio of projects, as assigned. Responsible for the projects' overall technical decision-making and ensuring high-quality, on-time deliverables, including the evaluation design and execution of workplans.
- Actively participate in or lead the drafting of project concept notes, sharing guidance on areas of technical expertise as applicable.
- Support or lead the development of evaluation design documents, including but not limited to, Theory of Change, Causal Tree Analysis, Fidelity of Implementation frameworks, Log Frames, Results Framework, PIRS, Research Questions, and Evaluation Design Plans.
- Support or lead the development of survey questionnaire(s) or other data collection instruments to meet project measurement and analytic needs; support project team during in-country workshops/trainings as needed.
- Support or lead data intake, including leading data processing activities, data cleaning, file preparation and planning for analysis (including work-planning technical tasks with program staff as appropriate).

- Support or lead all documentation processes in the analysis and reporting of data, including creating appropriate applications and syntax in software such as R, Stata, and SPSS.
- Process and analyze multiple types of data.
- Ensure high quality work during data analysis and reporting, including adhering to up-to-date quality control steps. Review and/or finalize final deliverables pertaining to areas of designated technical expertise.
- Contribute to STS's institutional growth through development of clear processes and protocols for handling, using, and reporting on data.
- Help prepare deliverables, including technical reports, lay-audience summaries, technical presentation materials.
- Support sharing of technical work internally and externally, including disseminating and discussing evaluation findings through written reports, articles, publications, and conference presentations, as needed.
- Communicate effectively with assigned project teams, including participating in regularly-scheduled meetings.
- Communicate effectively with STS senior staff and junior staff, as needed, for each project.
- Other duties as assigned by supervisor.

To complete these tasks, the Evaluation & Research Associate is also expected to:

- Effectively lead technical discussions, internally and externally.
- Demonstrate strong and versatile writing and analytical skills.
- Demonstrate effective time management skills to support multiple projects and tasks simultaneously.
- Complete administrative tasks, including preparation of trip reports, expense reports, travel requirements, and monthly reports as required.
- Travel internationally up to 25% time to provide direct technical support in the field.

Qualifications:

- Master's degree required in international development, economics, statistics, research methods, political science, public policy, social science, or a related field.
- A minimum of four years of relevant experience required.
- Experience with Early Grade Reading Assessment (EGRA), Early Grade Mathematics Assessment (EGMA), and/or Snapshot of School Management Effectiveness (SSME) development preferred.
- Experience in the statistical analysis using statistical software such as R, Stata or SPSS.
- Experience in data visualization.
- Professional proficiency in written and spoken English is required; ability to work in French is a plus.
- Expertise in technical report writing required.
- Demonstrated success and experience in monitoring results and indicators of education quality, learning outcomes, access, retention, and community engagement required.

- Demonstrated leadership, versatility, and integrity.
- U.S. work authorization required

Supervision and Oversight: The Evaluation & Research Associate reports to a senior member of the department and may supervise junior staff. The Evaluation & Research Associate serves as a member of various project teams and will support those teams through collaboration with their respective project team and other evaluation and research staff as well as the Evaluation & Research Associate's supervisor.

Please submit a resume/CV and cover letter describing your interest and qualifications to info@sts-international.org with the subject line "Evaluation & Research Associate"
Applications will be reviewed on a rolling basis.

School-to-School International is an equal employment opportunities (EEO) employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, disability status, protected veteran status, gender identity, sexual orientation or any other characteristic protected by applicable law.