

**Evaluation Coordinator (Research Associate)**  
**Center for Evaluation & Education Policy, School of Education**  
**Indiana University**

The Indiana University Center for Evaluation & Education Policy (CEEP) seeks two evaluation coordinators/research associates to join its team of research and evaluation professionals. The Center provides program evaluation, research, and policy analysis to guide decision making and practice in the fields of education, health and community services, and technology. With a portfolio of more than 80 evaluation projects per year totaling more than \$6 million in total research expenditures, the Center is funded through grants and contracts awarded by local, state, and federal entities in both the public and private sectors. More information about the Center is available at [www.ceep.indiana.edu](http://www.ceep.indiana.edu)

Job Duties: Evaluation coordinators/research associates will work closely and collaboratively with a CEEP Senior Research Associate to coordinate and implement a portfolio of evaluation projects. Evaluation coordinators/research associates will both directly oversee several smaller evaluation projects, as well as assist a Senior Research Associate as part of a team on large-scale evaluations. Evaluation Coordinators/Research Associates will implement all phases of the evaluation process from project design and proposal preparation through execution of the planned project activities. Typical activities will include instrument/survey development, data collection, data analysis, interpretation and application, and dissemination of findings in oral and written forms.

Qualifications: A master's degree is required, with preference given to education and social science backgrounds. Candidates for the positions are expected to have a basic knowledge of research and evaluation methods, including previous experience with data collection and analysis. However, the position also will provide relatively new persons in the field of evaluation with opportunities to develop stronger skills and abilities during their tenure at CEEP. Candidates need to be detail oriented, with strong written and oral communication skills; and need to have the ability to work collaboratively and productively with others in a team environment.

Salary/Benefits: Salary and benefits are competitive. Submit a letter of application, resume, and contact information for at least 3 references to Patricia Muller, Associate Director, Center for Evaluation & Education Policy, 1900 East Tenth Street Bloomington, Indiana 47406-7512. Review of applications will begin immediately, with an expected start date of July 1, 2009.

*Indiana University is an equal opportunity/affirmative action employer.*