



Learning and Evaluation Officer Position

THE ORGANIZATION

The Max and Marian Farash Charitable Foundation is a private charitable foundation established in 1988 by Max and Marian Farash. The Foundation is dedicated to the civic and religious communities of its founders who believed in the importance of education and knew the power of entrepreneurial creativity. It strives to make long-term and meaningful contributions in Monroe and Ontario Counties with half of its grants supporting Jewish Life, and the other half supporting secular activities with a large emphasis on urban education.

THE OPPORTUNITY

The Farash Foundation seeks an experienced evaluation professional to join the team as a Learning and Evaluation Officer. The individual should be well-rounded, passionate about learning and welcome the opportunity to work collaboratively with Foundation peers, grantees, community leaders, nonprofit and public sector colleagues, and fellow funders to strengthen the strategic grantmaking areas.

Reporting to the Director of Grants and Programs, the Learning and Evaluation Officer will lead all aspects of the Foundation's measurement and evaluation (M&E) activities. The individual will work proactively with Foundation staff and external partners to expand monitoring and evaluation capacity and nurture evaluative thinking to accelerate organizational improvement and impact.

The Learning and Evaluation Officer will work with staff and the community to reimagine how the Foundation measures impact. They are expected to stay abreast of current issues and trends, building expertise on topics specifically related to Foundation's strategic areas of Dynamic Jewish Life, Life Long Learning, Expanded Economic Opportunity and Community Response. This role will also nurture, strengthen, and facilitate collaboration and information exchange among nonprofit organizations, community leaders and funders who support similar issues and organizations.

This is an exciting time to join the Farash team as it begins an expansion of its work, and a particularly exciting opportunity in this new position within the Foundation. The Learning and Evaluation Officer will significantly help refine grantmaking goals, identify new opportunities for impact measurement and help shape the future of the Foundation's grantmaking.

CANDIDATE PROFILE

The ideal candidate for the Learning and Evaluation Officer role will bring a deep commitment to the values and vision of the Foundation. They will be experienced in M&E with a proven track record of success working with social sector organizations in a philanthropic, nonprofit, consulting, academic, or government context. Applicants should understand the communities we exist to serve, including members of the Jewish faith and culture, communities of color, immigrants and refugees, LGBTQ, and/or neighborhoods that face the greatest inequities.

Candidates must be comfortable with ambiguity and enjoy the challenge of forging a path forward when information is imperfect, and milestones may not be clear. They are excited by the prospect of a high performing team that is in the midst of developing and expanding its programmatic work and being in on the ground floor of that effort.

KEY RESPONSIBILITIES

Measurement and Evaluation

- Contributes to the development of the new Foundation-wide monitoring system by ensuring that relevant qualitative and quantitative data is captured appropriately and feeds into the reporting system to inform decision making, improve practice and advance learning.
- Leads the design and execution of consistent impact measures and the periodic assessment, implementation, continuous development, and analysis of progress toward the goals and outcomes of the Foundation's strategy.
- Provide guidance on the development of appropriate measurement standards that can be used to review grant opportunities.
- Work with team members to create reasonable reporting standards for grantees.
- Exercise quality assurance to ensure evaluation standards are met (for example: appropriate design, evidence based, data reliability).

Internal Learning

- Support the Director of Grants and Programs and Program Officers in clarifying outcomes, theories of change, and learning agendas within strategic grantmaking areas.
- Strengthen the Foundation's internal learning culture by building the team's capacity in M&E to enhance the Foundation's overall strategy.
- Provide timely findings and results of M&E to the staff and Board of Trustees that identifies lessons learned and recommendations to increase program impact.
- Facilitate learning opportunities that advance the team's understanding of key strategic areas.
- Identify and oversee learning partnerships with external consultants, evaluators and community members, when appropriate.
- Work with the Board of Trustees and staff to articulate and measure internal process and performance improvements.

Partner Engagement and Learning

- Support the Foundation in developing its reputation as a knowledge leader and as a partner to other foundations and stakeholders in advancing areas of mutual interest.
- Support grantee capacity-building in M&E, as appropriate, and bring technical assistance when needed.
- Identifies and oversees opportunities to disseminate M&E findings and to interpret and present results to diverse audiences in various formats.

- Transition the base of knowledge and power from the Foundation to the community via inclusive processes, convenings and co-learning sessions.

CANDIDATE QUALIFICATIONS

Outstanding interpersonal skills are key. An approachable style, humility, empathetic listening skills, and the ability to connect with diverse stakeholders are vital attributes. Candidates should demonstrate good judgment and discretion; skillful handling of multiple relationships is critical. The successful candidate will thrive in a collaborative, collegial, and team-oriented environment where a willingness to “roll up your sleeves” to get the job done is central to the culture.

The successful candidate will possess the following:

- Extensive experience (8 years or more) conducting complex monitoring and evaluation of programs including use of results-oriented M&E and the use of theory of change in M&E in social-sector environments such as philanthropic organizations, community-based organizations, government agencies, or consultancies.
- Advanced degree in social sciences, public policy, applied research, or related field, with specific education or training in evaluation.
- Focused on building a continuous improvement and learning culture through assessment of outcomes and promoting organizational change.
- Skilled in a range of quantitative and qualitative research and data methods.
- Proven ability to turn data into actionable insight and develop recommendations for strategic shifts.
- Experience managing third-party contractors or consultants and work products.
- Has strong written and verbal communication skills with an ability to create original content and adapt to deliver presentations in multiple settings with multiple audiences and diverse stakeholders.
- Listens with an open mind and a deep commitment to respecting diverse viewpoints.
- Fosters trusting relationships with multiple stakeholders including community members, grantees, internal staff, consultants and the Board of Trustees.
- High tolerance for ambiguity and an ability to thrive and adapt in an environment of growth and change.

This description is not meant to be an all-inclusive list of duties and responsibilities but constitutes a general definition of position scope.

Interested applicants visit [here](#) to submit a cover letter and resume.

The Farash Foundation is currently working remotely due to the Covid-19 pandemic. While the Evaluation Officer is a full-time role in Rochester, NY; we will also entertain a fully remote option outside the state for the right candidate.

The Max and Marian Farash Foundation is an equal opportunity organization. We recruit, employ, train, compensate, and promote without regard to race, religion, creed, color, national origin, age, gender, sexual orientation, gender identity, marital status, disability, veteran status, or any other basis protected by applicable federal, state or local law.