



Learning and Evaluation Officer

About The Weld Trust (“TWT”)

The Weld Trust’s (TWT) mission is, “To promote excellence in health and education in Weld County.” We are a health conversion foundation whose beginnings came from the sale of North Colorado Medical Center in Greeley, Colorado, in October 2019. TWT exists as a *supporting organization* to the North Colorado Medical Center Foundation (NCMCF). The two organizations have mirrored Missions and Board of Directors. NCMCF provides fundraising that benefits healthcare causes in Weld County, Colorado.

TWT is a philanthropic foundation and has recently undergone a comprehensive strategic planning process. We have identified 7 key funding initiatives in health and education: childhood literacy, access to resources (K-12), workforce development, housing stability, food security, behavioral health, and healthy habits.

About the Position: This position reports directly to the Chief Executive Officer and serves as the senior manager of the learning and evaluation functions of TWT, overseeing organizational effectiveness measurement, learning, and evaluation. Ideal candidates will have a strong understanding of community and systems level change and evaluative practices that drive learning and reflection. The Learning and Evaluation Officer works closely with TWT staff to support strategy design and refinement, and to implement comprehensive learning and evaluation strategies that help strengthen the TWT’s impact. This position provides support to TWT staff throughout the development and implementation of strategic work, designs and oversees broad portfolios of evaluation projects, and facilitates learning to inform and improve organizational performance in support of the TWT’s goals. The Learning and Evaluation Officer integrates concepts around strategy formation, strategic thinking, systems thinking, complexity, and adaptive/emergent strategy. The learning and evaluation staff will report to this position.

Duties and Responsibilities:

Strategic Support

- Partner closely with teams to provide regular and ongoing support around strategy, including collaborating with the team lead to design and support the arc of strategy discussions across time, facilitation of discussions related to strategy, and the identification and crafting of learning opportunities to inform decisions about refinement.
- Assist program teams in refining their theories of change, reassessing their priorities, and refreshing their goals and objectives based on what is being learned.
- Work with teams to articulate key strategic decision points, and craft learning plans that support the development of a suite of evidence that will inform those decisions.
- Drive the integration of evaluative thinking, evaluative activities, and learning during strategic planning and implementation.
- Discern ways to integrate evidence, reflective conversations, and analysis into strategic work in a way that supports the team’s thinking.
- Provide technical assistance and consulting on evaluation for internal staff.

Assess Progress & Impact

- Design and implement a coherent set of evaluations that assess the progress and impact of the TWT’s work.
- Manage the recruitment of evaluation partners and work closely with these partners to execute a broad portfolio of evaluation projects.

- Develop and present analyses and summaries that address complex questions in understandable, useful ways

Create Learning

- Design and implement comprehensive learning and measurement plans that articulate how teams will learn about their strategy across time.
- Work with strategy teams to collectively create and drive structures and practices that support reflection and application of learning to strategic decisions.
- Produce syntheses of complex information to inform organizational decisions.
- Engage in structured processes of reflection with other learning and evaluation team members about the team's own practice, and apply these learnings to the work.

Knowledge Management

- Create and manage approaches to documentation related to evaluation and learning for specific bodies of work, including tracking strategic thinking and its shifts over time in relation to cycles of learning
- Maintain appropriate records related to evaluation projects such as cost and timing of deliverables
- Create an environment with strategic partners that nurtures sharing of information to enhance progress towards common objectives

Basic Qualifications

Minimum education, licenses, certifications, and experience required to fulfill the essential duties, include computer skills as required.

- Bachelor's Degree
- Minimum 5 years leading the design and oversight of a portfolio of evaluation projects
- Exceptionally strong skills in strategic thinking and the ability to apply evaluation to strategy questions.
Demonstrated skills around facilitation of learning discussions, sense-making sessions, etc.
- Advanced proficiency in Microsoft Office suite

Preferred Qualifications

- Master's degree
- Experience crafting evaluation approaches for strategy rather than programs
- Experience engaging in facilitation related to strategy design and refinement
- Expertise crafting learning conversations and integrating those into organizational decisions
- Expertise applying evaluation and learning approaches that reflect principles of complex adaptive systems, systems thinking, and adaptive/emergent strategy
- Demonstrated ability to apply qualitative and quantitative research and evaluation methods across a number of topics and issue areas
- Exceptional oral and written communications skills specific to conveying detailed evaluation data to colleagues and stakeholders

Reports to the Chief Executive Officer. Salary range = \$64,000 - \$71,500.