



VentureWell is on a mission to cultivate a pipeline of inventors, innovators, and entrepreneurs driven to solve the world's biggest challenges and to create lasting impact. We foster collaboration among the best minds from research labs, classrooms, and beyond to advance innovation and entrepreneurship education and to provide unique opportunities for STEM students and researchers to fully realize their potential to improve the world.

Over the past 20+ years, we've funded and trained over 1,300 teams of science and technology inventors and innovators, and nurtured thousands of their startups reaching millions of people in over 50 countries with ground-breaking technological advancements in fields such as biomedicine and healthcare, sustainable energy and materials, and solutions for low-resource settings.

### **Evaluation Analyst**

The VentureWell Evaluation Team supports multiple programs and we are expanding to improve our ability to use data to measure impact and inform decision-making. This new position will collaborate with stakeholders across the organization as well as with external partners to develop and implement evaluation plans in support of our mission.

#### **Responsibilities:**

- Collaborates with stakeholders across the organization as well as with external partners to develop and implement evaluation plans (logic models, etc.) in support of our mission.
- Designs, leads, and implements evaluation plans for use in the proposal development process.
- Participates in the development, management, and implementation of survey deployment, data analysis, and reporting.
- Participates in the development of interview and focus group protocols, conducts interviews, and moderates focus groups.
- Interacts with program participants to enable successful completion and participation in surveys, interviews, and focus groups.
- Manages, extracts, merges, cleans, and stores data in a regular and reproducible fashion using a combination of tools (including Salesforce, R, Excel, Tableau)
- Conducts exploratory data analysis using Tableau, R, and Excel and prepares statistics, tables, and graphs to convey those results to stakeholders.
- Analyzes and translates quantitative and qualitative data into insightful written reports, visualizations, and dashboards to inform program development and organizational decision making. Responds to internal staff and external funder requests for information on a regular basis.
- Synthesizes evaluation results for use in the development of grant proposals, reports to funders, conference presentations, and journal articles.
- Initiates and recommends tools and process improvement techniques that serve the evaluation team in its workflow with internal and external partners.

## **Requirements:**

- Master's Degree in social science research, evaluation, or related field
- 2-7 years of related research and evaluation experience
- Must have demonstrable technical skills among the following:
  - Survey tools (e.g., SurveyGizmo, Qualtrics)
  - Statistical analysis (e.g., R, Python, Stata)
  - Databases, data warehouses, or CRMs (e.g., Salesforce)
  - Qualitative research packages
  - Data visualization or business intelligence (e.g., Tableau)
- Evidence of strong project management skills, including use of existing processes and tools
- Demonstrated skills in evaluating program effectiveness. Experience in research and evaluation of entrepreneurial education is a plus.
- Some experience conducting interviews, focus groups, and performing qualitative research and quantitative data analysis
- Ability to succeed and thrive in an environment with competing and changing priorities and tight deadlines
- Track record of and ability to build solid, collaborative working relationships; strong team player who enjoys "customer service"
- Self-starter with strong attention to detail and a commitment to delivering high-quality work
- Active learner who independently learns new tools and work processes quickly
- Excellent written and oral communication skills

***Candidates for this position must not require sponsorship for U.S. Work Authorization***

**For more information about VentureWell, including our benefits, click [here](#)**

**To apply, please send a cover letter, and your resume to [jobs@venturewell.org](mailto:jobs@venturewell.org)**

*VentureWell is located in Hadley, MA in the scenic Pioneer Valley. A short distance from Amherst and Northampton, this vibrant area in western Massachusetts is also referred to as the Five College area, home to Amherst College, Hampshire College, Mt. Holyoke College, and Smith College, as well as the University of Massachusetts' flagship campus. The academic influence on the area's culture and the accessibility to the beautiful outdoors combine to make it a wonderful location to live and work!*

***VentureWell is an Equal Opportunity/Affirmative Action Employer. M/W/D/V***