



## LOCAL INITIATIVES SUPPORT CORPORATION

### LISC

#### Position Description

POSITION TITLE:	<b>Director of Research &amp; Evaluation</b> Local Initiatives Support Corporation (“LISC”)
BASIC FUNCTION:	Managing Research and Evaluation Related to LISC’s National Community Development Programs
REPORTS TO:	Vice President of Knowledge Management & Strategy
LOCATION:	LISC Headquarters Office in New York, NY or Washington, D.C.

#### THE ORGANIZATION:

Local Initiatives Support Corporation (“LISC”) is a national non-profit business that works with residents and partners to forge resilient and inclusive communities of opportunity across America- great places to live, work, visit, do business and raise families.

We:

- Help deliver innovative solutions to challenges and opportunities for people and communities across America;
- Invest in under-resourced places and people;
- Ensure successful implementation of community initiatives;
- Connect stakeholders and resources to the country’s most challenged neighborhoods; and
- Build resilient people and places through our public policy leadership.

Over the last 38 years, LISC and its affiliates have invested approximately \$20 billion in businesses, affordable housing, health, educational mobility, community and recreational facilities, public safety, employment and other projects that help to revitalize and stabilize underinvested communities. These investments have leveraged more than \$50 billion in development activity and helped families and communities raise their standards of living. LISC investments impact the lives of nearly 7 million Americans.



Headquartered in New York City, LISC's reach spans the country from East coast to West coast in 31 markets with offices extending from Buffalo to San Francisco. Our rural programs make an impact in 44 states, and are supported by LISC's talented and dedicated workforce.

Visit us at [www.lisc.org](http://www.lisc.org)

## **JOB OVERVIEW:**

The Director of Research & Evaluation provides leadership, strategic direction and management oversight for the Research & Evaluation department's efforts. With the Vice President of Knowledge Management & Strategy, the Director will be responsible for managing LISC's overall research and evaluation efforts to support LISC's program development, impact measurement and contributions to the community development field.

The Director will be responsible for leading and managing a professional research team to conduct work in the following areas:

Perform analysis of LISC's impact: Conducts research projects to collect, evaluate and visualize quantitative and qualitative data gathered from LISC's programmatic activity. Uses this information to derive data driven insights measuring the impact of LISC's programmatic work in key areas to influence overall strategy at LISC. Creates impact analysis reports to be shared with internal and external stakeholders.

Original Research: Carries out and commissions multiple analyses, ranging from econometric studies of housing impacts on communities to social service program effects on individuals and households to qualitative studies of the effectiveness of public and private efforts to strengthen those communities. Works with researchers and community development practitioners to design studies, collect and analyze data, and communicate results and policy recommendations to internal and external stakeholders.

Build LISC Information Assets: Assembles and analyzes data on the economic and social conditions of LISC neighborhoods, which are made available to other community development practitioners and to policy makers. Produces publications, maps and data sets to help inform intelligent, effective revitalization work. Curates and disseminates important research relevant to LISC's mission among staff and key partners.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

*The following are an indication of the position's core responsibilities. These are intended to illustrate the scope of responsibilities, and are not exhaustive or exclusive of other duties that may be required.*

- Develop research topics, design research, select appropriate methodologies to analyze collected data, and supervise and/or participate in data collection and analysis.



- Direct and produce literature reviews and other syntheses of work across multiple academic disciplines and policy domains, the latter including housing, economic development, crime, workforce development and other fields relevant to community development.
- Conduct qualitative field work, including interviews with community residents and participants in public programs, executives and staff of nonprofit community-based organizations, private sector leaders and public officials, foundation and other funders.
- Supervise or conduct quantitative analysis, ranging from simple statistical tests to advanced multivariate analysis, sampling, power analysis, and other quantitative methods to improve programs.
- Draw conclusions from primary and secondary research to inform LISC leadership and communicate to practitioners and the general public on matters of local, state, and federal policy as they bear on the conditions and trends affecting low-income communities.
- Direct, write, or participate in writing memoranda, programmatic concept papers and proposals, reports, research and policy briefs and presenting results to LISC executives and staff as well as stakeholders in the broader community development field. Present work at professional conferences.
- Manage project schedules and budgets, oversee contracts with outside research organizations and individual consultants, and manage in-house research staff.
- Perform all other duties as assigned.

#### MINIMUM KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

- Master's degree or PhD in the fields of Economics, Sociology or Public Policy from an accredited college or university preferred.
- Ten (10) years' relevant work experience with progressive data management and research responsibilities.
- Relevant experience in one or more of the following public policy topics: community building and neighborhood revitalization, low-income housing, affordable homeownership, economic development, public safety, public health, workforce development, and performance management.
- Knowledge and experience of using evaluation and community-based research to inform program development.
- Knowledge and experience of program evaluation principles, theories, concepts and practices, and ability to coach program staff on the same.



- Demonstrated experience in successfully designing and carrying out quantitative and qualitative research and evaluation processes.
- Ability to analyze information, summarize findings and present them in ways easily understandable to decision-makers.
- Understanding of statistical principles and methods for data analysis.
- Experience working in a community-driven agency.
- Ability to think strategically, remaining focused on goals and objectives.
- Highly proficient and knowledgeable in the use of current computer software and tools.
- High level of organization and attention to detail, and a collaborative approach to achieving LISC's mission.
- Strong oral and written communication skills.
- Regional, national travel required (20%), including overnight travel.

Experience with qualitative or quantitative analysis, statistical packages (SPSS, r), mapping software (ArcGIS), and database development is required.

## COMPENSATION

Compensation will be commensurate with experience and abilities, consistent with the scope of the job. Excellent fringe benefits are also provided.

## PROCESS

Interviews will be scheduled during the next month, with the selection to take place shortly thereafter. The new Director of Research & Evaluation will be expected to begin work as soon as possible.

**Submit cover letter and resume to:  
knowledge@lisc.org**

**LISC IS AN EQUAL OPPORTUNITY EMPLOYER  
COMMITTED TO DIVERSITY AND INCLUSION**