

MIRA Coalition
New Americans Integration Program Evaluator
2023-2024 AmeriCorps Year

MIRA is the largest coalition in New England dedicated to promoting the rights and inclusion of immigrants and refugees. With over 140 member organizations, our coalition spans grassroots community organizations, refugee resettlement agencies, providers of social, legal, and health services, faith-based organizations, and civil and human rights advocates. Headquartered in Massachusetts and New Hampshire, we advance our mission through education, training, leadership development, institutional organizing, strategic communications, policy analysis, and advocacy.

Scope of Work

The New American Integration Program (NAIP) is seeking an experienced External Evaluator to oversee and conduct an impact evaluation study of its AmeriCorps program. The evaluator will play a crucial role in assessing the effectiveness of NAIP's services in promoting social, economic, and civic integration for immigrants and refugees through job readiness, ESOL, and citizenship services. The successful candidate will work closely with NAIP staff, AmeriCorps members, and host site supervisors to collect, analyze, and interpret data to inform program improvements and outcomes.

Methodology

The External Evaluator will employ a mixed-methods approach, combining quantitative and qualitative data to comprehensively assess the impact of NAIP's AmeriCorps program. This will include the use of surveys, structured interviews, and qualitative coding techniques.

Timeline

The evaluation process will be conducted over the course of the AmeriCorps service year, with specific milestones and deadlines established in collaboration with NAIP staff. The draft evaluation report is expected to be completed by June 2024, with finalization and submission by July 2024.

Activities include:

- Refined evaluation plan document
- Pilot report highlighting tool adjustments
- Pre-survey and interview data collected and organized
- Coded and summarized qualitative data
- Overseen post-survey data collection at the end of the service year
- Finalized evaluation report

Budget

We invite prospective evaluators to submit a proposed budget based on the proposed scope of services, covering all aspects of the evaluation, including tools development, data collection, analysis, and report writing. MIRA Coalition's budget for this is \$10,000.

Reporting and Accountability:

The External Evaluator will submit regular progress reports, participate in milestone meetings, and ensure the timely delivery of all specified deliverables.

Evaluation Criteria:

The evaluation will be assessed based on its adherence to the refined plan, successful tool refinement based on pilot feedback, effective data collection, rigorous qualitative analysis, and the production of a comprehensive and actionable evaluation report.

Desired Qualifications

- Educational background in a relevant field with expertise in program evaluation methodologies.
- Experience in planning, conducting, and managing program evaluations, assessing design, implementation, and outcomes.
- Proficient in both quantitative and qualitative data collection, analysis, and interpretation.
- Strong communication skills to convey evaluation findings to diverse audiences effectively.
- Collaborative approach, engaging with program staff, stakeholders, and participants throughout the evaluation process.
- Adherence to ethical principles, cultural competence, and a commitment to continuous learning in the field of program evaluation.

How to apply:

Interested parties should submit a resume, a proposal outlining their approach to evaluating an AmeriCorps Program, and a proposed budget to the NAIP Team at NAIP@miracoalition.org by December 20th, 2023.

Please put "NAIP Evaluator" in the subject line.