

The Sanneh Foundation Data/Evaluation Vista



The Sanneh Foundation Overview

The Sanneh Foundation (TSF) is a Minnesota based 501(c)3 created to serve the holistic youth development needs of the increasingly diverse state of Minnesota. TSF's mission is to empower youth by supporting and promoting educational attainment through in-school and after-school support, improve lives by providing programs that strengthen physical health and social and emotional development, and unite communities by advancing diversity, equity, and community well-being.

The Sanneh Foundation Data/Evaluation VISTA Responsibilities

The 2019-2020 **Data/Evaluation Vista** will work alongside the operations leadership, program staff, and development staff to effectively identify outcomes, support the collection and storage of the data,, and report on the impact of the programs and services of the Foundation to various stakeholders. Example of tasks for this position are:

- Receive necessary training on new data systems to become a specialist in internal data & outcomes
- Review the current data collection software and various databases
- Continue to monitor and update the current data collection software and various data points on a frequent basis and report relevant information and data points to TSF supervisors and leadership Team members
- Collaborate in the design of evaluation and collection procedures for programs and services
- Pilot additional qualitative and quantitative surveys to capture non-academic outcomes
- Institutionalize knowledge and develop sustainability processes as it relates to data collection,data management, and data reporting

AmeriCorps Eligibility Requirements

- Must be at least 18 years old
- Have a high school diploma or GED
- Be a U.S. Citizen or U.S. National or have status as a Lawful Permanent Resident Alien
- *Please note that final candidates will be required to successfully pass a background check before being officially enrolled as an AmeriCorps VISTA Member.*

The Sanneh Foundation Preferred Qualifications

- Interest in youth, service, education, and non-profit work
- Strong written and oral communication skills
- Ability to deal effectively with a variety of tasks, priorities, and people in order to meet goals
- Self-motivated, able to work in a team, take initiative and work independently
- Able to present oneself in a highly professional manner and be an ambassador of the program
- Understanding of youth program evaluation reporting and design
- Work or volunteer experience with organizations serving youth or underserved communities

- Car is highly recommended
- Experience with evaluation, data collection, and data analysis preferred
- Ability to set priorities and manage multiple projects simultaneously and meet deadlines
- Ability to work independently as well as cooperatively in a team environment
- Proficient in Microsoft Office and Google Apps
- Prefer Associate's Degree or higher

Weekly Schedule

- AmeriCorps VISTA Members serve in a full time capacity for a minimum of 40 hours per week during their term of service
- AmeriCorps VISTA Members may NOT be in school full-time or have another full-time position and serve

Benefits

As a full-term AmeriCorps member, VISTAs serve full time for 12 months & receive: Modest Living Allowance (approximately \$472 pre-tax biweekly); Health Care Allowance (~\$7,900 that can be applied to any out of pocket costs, cannot go towards premiums, non-essential health expenses, or dependents); Qualified Student Loan Forbearance; \$6,095 Education Award or cash stipend (approx.. \$1,800) upon successful completion of service; Ongoing, extensive support and training. For VISTAs relocating more than 50 miles: \$750 settling-in allowance in addition to mileage reimbursement.