

## Project Evaluator Alcorn State University

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Posted Jun. 11, 2024, set to expire May 10, 2025

<b>Job Title</b>	Project Evaluator
<b>Department</b>	College of Agriculture and Applied Sciences
<b>Institution</b>	Alcorn State University Lorman, Mississippi
<b>Date Posted</b>	Jun. 11, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Research/Technical/Laboratory
<b>Job Website</b>	<a href="https://jobopps.alcorn.edu/postings/7165">https://jobopps.alcorn.edu/postings/7165</a>

### Apply By Email

### Job Description

The incumbent is responsible for the evaluation of USDA federal funded projects. He/she develops questionnaires, surveys and conducts participatory, formative, and summative evaluations at the end of each educational meeting/workshop, mid-year (cumulative evaluation) and end-of-year (summative evaluations) to determine program effectiveness.

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### **Knowledge Skills and Abilities**

- Knowledge of program evaluation and development.
- Strong management skills and interpersonal skills.
- Excellent communication skills, verbal, written, and interpersonal Excellent time and project management skills.
- Good computer operation skills.
- Ability to work independently and effectively in teams.
- Ability to evaluate diverse populations.
- Ability to exercise sound judgment with a professional presence and strong decision-making skills.
- Leadership ability

### **Essential Job Functions**

- Prepares evaluation instruments to summarize the outcomes, target numbers, and evaluation methods for assigned projects at Alcorn State University.
- Participates in monthly reporting and conference calls to assure tasks are being fulfilled.
- Prepares reports, to include evaluations findings.
- Work closely with the Project Director and Co Project Director.
- Other duties as assigned

### **Qualifications**

- Master's degree in related field
- Five (5) years' experience in project evaluation

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### **Contact**



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