

# California State University, Fresno Foundation

## EVALUATION SPECIALIST – ADULT PROTECTIVE SERVICES TRAINING ACADEMY

### JOB ANNOUNCEMENT #23-490

<b>POSITION SUMMARY:</b>	<p><b>Full-time, benefited position with the Adult Protective Services Training Academy through the California State University, Fresno Foundation.</b> The Adult Protective Services Training Academy is a program of the California State University, Fresno Foundation, under the auspices of the College of Health and Human Services, through the Department of Social Work Education. The Academy provides classroom and virtual training, coaching and organizational support to adult services staff in 12 Central California counties and 12 Bay Area counties.</p> <p>The Evaluation Specialist (ES) will support the development and evaluation of curriculum resources, trainer evaluation and training needs assessments for the Academy. This position will work collaboratively with statewide partners related to trainer evaluation and the statewide training needs assessment. This position will also provide evaluation support within the Central California and Bay Area regions as requested to develop evidence-based resources and evaluation methods to enhance the training delivery, coaching and mentoring, transfer of learning, and evaluation results. The ES leads evaluation activities with all Academy staff, trainers, county personnel, and others as needed to enhance the Academy's training activities and the annual training cycle. This position will provide general evaluation support to all project staff for the Academy.</p>
<b>ESSENTIAL JOB FUNCTIONS:</b>	<ul style="list-style-type: none"> <li>• Coordinate and facilitate the evaluation of participant satisfaction of training curriculum and trainer performance. Provide data on a regular basis to the Leadership Team to determine actions to improve training curriculum, performance, and participant satisfaction.</li> <li>• Oversee and regularly collect and disseminate training needs and evaluation data from counties, Academy staff, and statewide partners, as needed.</li> <li>• Research evidence based and best practices on adult services related topics pertinent to training, training evaluation, and workforce development i.e. recruitment and retention efforts.</li> <li>• Develop internal continuous quality improvement data collection, organization, procedures, and dissemination of findings.</li> <li>• Participate on statewide evaluation efforts as assigned.</li> <li>• Contribute to a work environment that encourages knowledge of, respect for, and development of skills to engage with those of other cultures or backgrounds</li> <li>• Other Duties as assigned.</li> </ul>
<b>QUALIFICATIONS &amp; EXPERIENCE:</b>	<p><i>To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p> <ul style="list-style-type: none"> <li>• Master's degree in Social Work, Gerontology, Counseling or other related field. Ph.D. preferred</li> <li>• Three (3) years of progressively responsible professional experience in adult services</li> <li>• Training experience and/or experience in coordinating program delivery in a staff development program</li> <li>• Demonstrated knowledge of current adult services practice</li> <li>• Knowledge and skills in program and curriculum evaluation methods</li> <li>• Proven ability to design and conduct a training needs assessment</li> <li>• Demonstrated ability to apply research and evaluation to practice settings and situations</li> <li>• Experience in project management</li> <li>• Demonstrated professional writing and speaking skills</li> <li>• Fluency in computer skills, including spreadsheets, Qualtrics, word processing, and desktop publishing</li> <li>• Successful experience in conducting meetings and facilitating groups</li> <li>• Demonstrated experience in working in collaboration with other professionals</li> <li>• Ability to travel throughout California</li> <li>• Ability to identify links between policy, procedure, opportunities and best practice initiatives</li> </ul>

<b>SALARY/BENEFITS:</b>	<b>\$5,416 - \$6,250 per month.</b> Salary will be commensurate with experience and qualifications. Benefits include medical, dental, vision, life insurance, 401(k), vacation, sick and holiday pay.
<b>DEADLINE:</b>	<b>Application review begins June 26, 2023; open until filled.</b>
<b>TO APPLY:</b>	<p>Please visit the Auxiliary Human Resources page at <a href="https://auxiliary.fresnostate.edu/association/hr/employment-opportunities.html">https://auxiliary.fresnostate.edu/association/hr/employment-opportunities.html</a> for job announcement and application. Applications may be mailed, emailed, faxed or delivered in person to:</p> <p>California State University, Fresno  Auxiliary Human Resources  2771 E. Shaw Ave. (there is no suite number)  Fresno, CA 93710 Fax: (559) 278-0988</p> <p>E-mail completed application &amp; resume to: <a href="mailto:HRAUX@LISTSERV.csufresno.edu">HRAUX@LISTSERV.csufresno.edu</a></p>

## **RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION**

*California State University, Fresno is a smoke free campus. For more information, please click <http://fresnostate.edu/adminserv/smokefree/index.html>*

*Employment for this position is by the California State University, Fresno Foundation. This is not a State of California position.*

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY/ADA EMPLOYER**

California State University, Fresno Auxiliary Services is proud to be part of the Fresno State community. As part of the campus community, Auxiliary Services follows the CSU policy that requires all faculty, staff and students who are accessing campus facilities at any university location to be immunized (fully vaccinated) against the virus that causes COVID-19. The policy does allow for medical or religious exemption from the immunization requirement. Auxiliary Services requires all of its employees to be fully vaccinated against COVID-19 or present a medical or religious exemption and any appropriate backup documentation. Fully vaccinated is defined as having received the dose at least 14 days prior to being on boarded, if selected. Current and new employees are required to adhere to this policy by September 30, 2021 and remain in adherence after that date.