



NextFifty Initiative was formed in 2016 as a Colorado-based, private foundation funding efforts to improve the lives of older adults and their caregivers. Because we want every person to thrive in their second 50 years, we work closely with community leaders, experts in the field of aging, and front-line professionals to support programs and projects that positively impact aging and longevity. We educate, share best practices, and support innovation that will transform aging for generations to come.

We recognize that inequities in our society (and there are many) cause harm to communities and individuals, including the older people we're here to serve. For that reason, we're committed to building an inclusive, equitable, and diverse organization and actively working to eliminate the systems and barriers—including those in our own organization—that perpetuate inequities. We're not there yet, so we're working hard to create a transparent, inclusive, trust-based culture of belonging that empowers staff, board members, grantees, and other community members to learn, grow, and make a greater impact for all.

At NextFifty Initiative, we value accountability, collaboration, equity, innovation, leadership, and learning. We think a fun, positive workplace culture leads to great work, so we aim to create an environment where you'll feel supported, valued, and recognized for your unique skills, talents, experiences, and perspectives. If you're someone who can bring diverse perspectives and identities to our team—and who also feels strongly about the values of equity and inclusion—please consider joining us.

Learning and Evaluation Officer

The Learning and Evaluation Officer works with Foundation staff to better understand and implement learning and evaluation strategies that help the Foundation understand the impact of its current work and inform future funding and investment strategies. This position will oversee data collection and analysis, facilitate learning to inform and improve Foundation initiatives, coordinate internal and external discussions, and participate in dissemination of lessons learned. This is a hands-on position and will require flexibility, adaptability, and a desire to learn as NextFifty Initiative continues to grow and evolve.

This is a hybrid in-office/remote position, with three days per week in our office. COVID-19 vaccinations are required of all NextFifty Initiative employees, prior to starting with us, and we will consider accommodations for medical or religious reasons.

As a newer funding organization, we're evolving and developing. All roles within the organization are subject to modification without a change in the written position description. The responsibilities below include the primary things you'll be accountable for in this position but may not include all activities or duties that will be assigned.

Major Job Responsibilities:

Learning and Evaluation Planning and Execution

- As the Foundation's subject matter expert in learning and evaluation, design and continuously iterate upon approaches to help the Foundation reflect on its role in traditional and emergent philanthropic practices
- Support the development and monitoring of the Foundation's measures of impact with a keen understanding that impact can be demonstrated in a variety of ways and through a variety of strategies
- Ensure learning and evaluation practices demonstrate cultural competencies and consider diversity, equity, and inclusion (DEI) in design and implementation, and that data analysis considers equity principles with an awareness of the role implicit bias can play, and a plan for how to acknowledge and mitigate biases
- Carry out research related to the Foundation's evolving funding and investment strategies and identify methods for evaluation for each (this includes grantmaking, but may also include impact investing, policy/advocacy work, community engagement, etc.)
- Work with staff and consultants to design and implement evaluations that assess the progress and impact of the Foundation's work
- Track best practices in the field, participate in relevant working groups and associations, and bring innovation to NextFifty Initiative's learning and evaluation work

Data Collection, Analysis, and Reporting

- Conduct analysis of both qualitative and quantitative data and communicate findings ("tell the story") in understandable, useful ways for diverse audiences
- Lead the identification, analysis, synthesis, and dissemination of lessons learned from various Foundation initiatives, events, and activities
- Actively identify and participate in opportunities to collaborate and share learnings with external organizations and interested community members, and capture relevant learnings to apply them to the Foundation's work

Program Team/Grantee Support

- As part of the Foundation's program team, support their engagement with grantees related to evaluation, including help with understanding evaluation principles and practices, and building skills related to evaluation and learning
- Collaborate with team members to ensure grantmaking data is collected and managed in ways that support the Foundation's measurement and evaluation needs
- Work with grantees, as needed, to understand the Foundation's expectations and requirements around measurement and evaluation

Organizational Strategy and Learning

- Identify key learning opportunities for the Foundation staff and establish and maintain structures and practices that support reflection and application of organizational learning
- Provide ongoing education and information sharing to Foundation staff and Board of Trustees regarding impact measurement, equitable evaluation, and learning
- Create and manage feedback mechanisms that incorporate community input in the Foundation's decision making and strategies
- This position is a key participant in the implementation of the strategic plan of the Foundation, helping to define impact and understand how various strategies work to advance the mission of the organization

Other Functions

- Contribute content, as needed, to the Foundation's publications.
- Provide support, when requested, for all Foundation activities.

- Complete special projects and assignments as needed.
- Participate in the DEI and culture work of the Foundation
- Represent the Foundation's mission, vision, values and priorities internally and externally

A Qualified Candidate will have:

- A minimum of a Bachelor's degree or equivalent experience
- Experience designing and executing learning and evaluation activities to assess the progress and impact of various strategies; willingness to fail, learn and try again
- Strong analytical skills, including ability to synthesize data and communicate results
- Proven ability to seek out answers and identify connections; possesses intellectual curiosity as well as the ability to make decisions or move forward under uncertain or ambiguous circumstances
- Proficiency in Microsoft Office Suite
- Familiarity with database systems and demonstrated ability to access and extract data
- Ability to work both independently and collaboratively; proven ability to be flexible in a team-oriented approach with diverse groups of people
- Strong interpersonal, facilitation, and group process skills; able to apply various techniques to engage different types of people
- Proactive and able to self-manage, prioritize work assignments across departments, manage multiple deadlines, and to represent the Foundation in any given environment
- Demonstrated ability to center equity in their approach to and the execution of their work, including the ability to acknowledge and mitigate their own implicit bias
- Experience with research and data visualization software (preferred)
- Strong qualitative analysis skills, including design and analysis of interviews, focus groups, and content analysis (preferred)
- Experience documenting learning activities that inform decision making and improve organizational performance (preferred)
- Experience working with or living within historically underserved or marginalized populations (preferred)

People are what make NextFifty Initiative thrive. We're dedicated to creating an inclusive organization that promotes equity and recognizes diversity as critical to our mission and impact.

Salary and Benefits

The salary range is \$85,000 - \$95,000 depending on experience. NextFifty Initiative provides a comprehensive benefits package including medical, dental, and vision insurance. We cover 85% of the health insurance premium cost for eligible employees and 70% of the cost for dependents. In addition, the Foundation offers employer-paid life and disability insurance, and an employee assistance program. Our employer-matched 403b retirement plan includes a 3% safe harbor contribution for all employees as well as a 3% matching contribution, both immediately vesting at 100%. We also place a high priority on work/life balance and encourage time away from work by offering 10 paid holidays per year plus winter break (office closure from Christmas Eve through New Year's Day each year) and a generous paid time off policy with the ability to accrue 25 days per year as a new hire.

If you are interested in applying for the Learning & Evaluation Officer position, please submit your cover letter and resume (both required to be considered) to: careers@next50initiative.org. The deadline to submit your application is Monday, January 16, 2023.