



"...From Surviving To Thriving"

**Director of Evidence Based Programming
Bridge to Freedom Foundation**

<http://www.bridgetofreedomfoundation.org/>

Founded in 2008, Bridge to Freedom Foundation is a nonprofit charitable organization based in the Washington, D.C. metropolitan area. The mission of Bridge to Freedom Foundation is to enhance the services and opportunities available to survivors of modern slavery. We do so by connecting for-profit corporations, community groups, educational establishments and the general public in the support and development of these victims.

Bridge to Freedom Foundation offers the unique opportunity to launch a new organization. We seek bright, motivated, and socially aware individuals to bring their skills and expertise to our organization. We offer flexible volunteer hours, educational and training opportunities, and the ability to network within D.C.'s nonprofit community.

We currently seek a Volunteer Director of Evidenced Based Programming to manage the research and evidence based program needs of the organization. The Director of Evidence Based Programming directly oversees the Fellowship Program, and will report to the Executive Director.

Position/Title: Director of Evidenced Based Programming

Goal of Position: To lead BTFF's research and evidenced based programming initiative. The Director will also work with the Executive Director to assist with the leadership and general promotion of Bridge to Freedom Foundation, so as to support the organization's mission and needs.

Volunteer Responsibilities:

1. Research of promising practices.
2. Work with program staff towards implementation of promising practices.
3. Develop program evaluation methodologies and tools.
4. On-going program evaluation and analysis.
5. Develop proven practices into repeatable models for publication and/or partnership.
6. Supervise Program Development Fellow and Program Evaluation Fellow.
7. Project and research management.
8. Establish overall long and short term goals, objectives and priorities.
9. Represent the organization to Government and Municipal officials.

10. Represent the organization at community functions.
11. Enhance relationships with other community groups and agencies.
12. Report Directly to the Executive Director.
13. Perform other responsibilities as assigned by the Executive Director.

Qualifications:

1. Masters degree in psychology, social work, or similar academic background.
2. 2-3 years professional experience.
3. Program evaluation, methodology creation, or quality control experience required.
4. Advanced Excel skills and data analysis.
5. Research development and implementation experience.
6. Supervision or management experience preferred
7. Advanced writing skills required.
8. PowerPoint and Microsoft Word.
9. Professional public speaking experience preferred, such as presenting at conferences.
10. Database development and maintenance.
11. Experience working in teams and integrating divergent points of view into a cohesive picture.
12. Experience in the development of program evaluation methodologies and tools.

Timeframe:

Length of time/duration: Start and end dates are flexible, however a commitment of 3 months is requested.

Estimated hours: As the Directorship is currently a volunteer position, the hours are flexible and are available on a full or part-time basis; however a minimum of 20 hours per week is suggested.

Scheduling: Scheduling is flexible and may vary based on organizational events, project deadlines, as well as the schedule and needs of the Fellows.

Training Required: An initial week of training and orientation will be provided in order to acclimate the Director to Bridge to Freedom Foundation's mission, goals and programs, as well as our staff and volunteers.

Location: Our office is located in Fairfax, VA, however it is not required that the Director of Evidence Based Programming work daily from our office, as much of the positions responsibilities and duties can be done virtually. Hours and office time will be established on an individual and project need basis and may vary weekly.

Benefits: While the position is currently a volunteer based position, and available on a part-time basis, it is expected to transpire into a full-time salaried position as soon as grant funding can be secured. BTFF will provide local transportation costs, as well as any national transportation costs which may occur while under our employ. BTFF will allow for reasonable time off in lieu of the individuals needs. Various training and conferences may be offered and, or, required.

To Apply: Interested volunteer applicants should send a cover letter, application form and a current resume to Cassandra Clifford at info@btff.org.