

Job Title: Grant Evaluator Grant Evaluator for Love Revolution, SEPA Synod of ELCA

Location: Hybrid (Philadelphia, PA)

Employment Status: Part time, 5 Year Contract

Expected Number of Hours: 20 per week

Salary: \$2000/month for 2024 with an estimated 3% increase for cost of living in future years

Reports to: Bishop and Directors for Evangelical Mission

Overview:

Southeastern Pennsylvania Synod is seeking a collaborative, communicative, spirit-filled individual to be Grant Evaluator for Love Revolution. Lilly Endowment, Inc funded Love Revolution to help SEPA synod congregations evolve from an institutional church built on programs and resources into a missional church built on relationship and service. The Grant Evaluator will be responsible for the evaluation of Love Revolution working alongside our Program Director, Synod Staff, Directors of Evangelical Mission, and Bishop. This person shall facilitate and report results formed to ensure the effective execution of our grant program objectives. The person fulfilling this contract will be skilled in collecting quantitative and qualitative data and stories and in compiling the information into reports to showcase the impacts of Love Revolution. This person will be Guided by the Program Director and supervised by our Bishop and Directors of Evangelical Mission.

Responsibilities:

Grant Evaluation

- Assist with scoring applicants based on grant criteria
- Design and develop data collection and evaluation tools
- Collect quantitative and qualitative metrics for evaluating the effectiveness of outcomes.
- Manage and analyze large and complex databases
- Conduct process and outcome evaluation and identify program improvement

Communication

- Help collect key stories from grant participants and work with videographer to showcase
- Provide primary grant evaluation information to Love Revolution leadership team
- Assist in contracts management and compile information and develop annual Lilly reports

Team work

- Support and Collaborate with the Love Revolution Leadership Team, Synod Staff, Directors of Evangelical Mission, and Bishop to create timelines and generate plans and monitoring systems for the implementation of the Love Revolution grant program
- Support Program Director in monitoring grant progress and compliance with Lilly Endowment, Inc. requirements, including reporting and documentation
- Work with the Grant Administrator and SEPA Synod Senior Accountant to help inform accurate and timely processing of grant funds

Grant Evaluator will assist Love Revolution Leadership evaluate realization of three primary outcomes and expectations for the Grant Program:

1. Key markers of congregational vitality are present and evident in congregational systems.
2. Self-identified renewed understanding of baptism, its articulation according to the Lutheran tradition, and a re-energized baptismal call to serve God and neighbor emerge among participants.
3. Congregational leaders (ordained and lay) identify the needs of their community, utilize their own giftedness and story to address these needs, and sense God's presence within the ministry and relationship-building

Data will be sought through quantitative and qualitative methods. Each participating congregation will complete the ELCA's Congregational Vitality Survey (CVS). In addition, the Grant Evaluator and Program Director will develop a brief interview for use pre, mid, and post Love Revolution process. Besides detailing a congregation's journey through the program, this will yield a critical mass of responses for the Grant Evaluator to code and analyze the data through qualitative methodology, extracting themes and essential experiences. Demographic data will be collected in addition to these scripted assessments. Quantitative indicators will include but not be limited to an increase in participating congregations, increase in active ministry participants, and an increase in new congregational ministries. Qualitative indicators will include but not be limited to deepening relationships with community partners, a sense of participants living out their baptismal call, and a revived energy to embark on new ministry within each community. All data will be collected and compiled by the Grant Evaluator with the help of the Program Director as needed.

Required Qualifications and Skills:

- Team player with a love for all God's people interested in supporting relationship building
- Prior experience in grant evaluation
- Excellent program evaluation skills with the ability to track progress and report outcomes against goals
- Strong organizational skills and attention to detail, with the ability to manage multiple tasks and deadlines effectively
- Excellent communication skills, both written and verbal, with the ability to interact professionally with diverse stakeholders
- Proficiency in Microsoft Office Suite, Google and other relevant software applications

Highly Desirable Qualifications and Skills:

- Fluency with internet, technology, and various social media platforms
- Dedicated to collaboration with Synod staff and Synod teams, congregational leaders, and the institutions and agencies that relate to our synod
- Sensitivity to the diversity in our synod and willingness to strengthen skills in order to work effectively with all our diverse groups
- Commitment to the mission and values of Southeastern Pennsylvania Synod

This is a part-time contract position requiring 20 hours per week to evaluate the grant. The successful candidate will work in a hybrid schedule with some work done in-person at the synod office (7241 Germantown Ave, Philadelphia, PA) and other work done remotely. New Hire must have their own transportation. In-person attendance is expected to support preparation and host for all Love

Revolution events (to be hosted in the greater Philadelphia area) and as needed to support Program Director, Bishop and Directors of Evangelical Mission.

If you are passionate about helping people explore a sense of God's love working in their lives as they discover that loving neighbor renews our sense of purpose and belonging in community, we encourage you to apply.

To apply:

Please send your resume, cover letter, sample of a measurement tool you might use to collect quantitative and qualitative information, and three references to resumes@sepa.org by August 15, 2024. Please include "Love Revolution Grant Evaluator" in the subject line of the email.