



The Evaluation Center

UNIVERSITY OF COLORADO
DENVER | ANSCHUTZ MEDICAL CAMPUS

GPRA Graduate Assistant – The Evaluation Center

The Evaluation Center (the Center) takes pride in providing meaningful employment and learning opportunities for students pursuing graduate education at the University of Colorado Denver. Student Research Assistants are true members of our team whose contributions are essential to the success of the organization. We push our Student Research Assistants to take on meaningful work within larger projects and ask them to provide input into the projects they support. We feel strongly that our staff has opportunities to learn from our students and encourage students to share these new learnings with our team.

Student Research Assistant positions in the Center are part-time positions for students pursuing advanced degrees. We encourage students from a wide variety of relevant academic disciplines to apply.

About The Evaluation Center

The Center is located at the University of Colorado Denver. In many ways, the Center operates as a not-for-profit entity, housed within a major research university. This unique situation allows the Center to operate independently and to provide external evaluation services to clients both inside and outside of the University.

The Center has extensive experience providing program evaluation to clients from a wide variety of industries, from K-12 public school systems to non-profit organizations and from biomedical research universities to private professional development programs. The Center is grounded in the tenets of social justice: cultural responsiveness; equity; diversity and, inclusion. We seek to ensure all voices are represented; the rights of participants are protected; and, that our evaluations are used to improve lives and support communities..

We encourage applications from graduate students who represent diversity (race, ethnicity, sexuality, gender identity, cultural, etc.) and are interested in joining and contributing to our team.

Vision

Improved lives and communities through high quality evaluation.

Mission Statement

We strive to make evaluation a valued and widely accepted practice by increasing the use and understanding of evaluation. We collaborate with our clients to support evidence-informed programs, practices, and policies in schools, institutions of higher education, governmental agencies, and nonprofit organizations.



Guiding Principles:

- We value high quality, ethically defensible, culturally responsive evaluation practices.
- We strive to understand the context and communities in which we work.
- We use rigorous and innovative quantitative and qualitative evaluation methods.
- We help clients obtain and use information to make informed decisions about the implementation and effectiveness of their programs and policies.
- We make evaluation meaningful and accessible to multiple audiences.
- We support the development of evaluation capacity and its use within institutions and organizations.
- We provide real world evaluation opportunities for graduate students to apply coursework and gain evaluation expertise.
- We advocate for the value and use of evaluation by a wide range of stakeholders.
- Our work advances the field of evaluation.

For more information, including a list of current projects, please visit: <http://the-evaluation-center.org>

Project Description

Colorado's Behavioral Health Administration (BHA) received federal funding from the Substance Abuse and Mental Health Services Administration's (SAMHSA) State Opioid Response (SOR) grant to help individuals in Colorado receive substance use disorder (SUD) treatment and services over the next two years. A provision of SOR funding requirement is the collection and reporting of performance data using the designated Government Performance and Results Act (GPRA) Client Outcomes Measures for Discretionary Programs Tool. This tool is used to survey clients seeking SUD treatment; collected data is then entered into SAMHSA's online portal. BHA has partnered with The Evaluation Center at the University of Colorado Denver to collect this federally mandated data for clients who are seeking SUD treatment or related services. To complete this effort, we are seeking student assistants to conduct data collection and entry. Data collection will be completed with individuals receiving SUD treatment through telephone interviews over the next eighteen months.

The primary role of this position is to assist in fulfilling the federal reporting requirement for the SOR grant; however, there are many opportunities to assist in other areas of the SOR evaluation. This position requires someone who is well organized, confident working independently and in teams, and communicates effectively with different audiences. Additionally, we are seeking someone who feels comfortable learning new technologies and conducting phone interviews. The Evaluation Center will provide the technology required for this work.

Responsibilities include:

- Scheduling and conducting telephone interviews with clients receiving SOR treatment or services
- Entering data into online federal reporting system
- Tracking SOR client contacts and attempted contacts in internal database



- Reporting on data collection and entry status
- Building relationships with SOR clients
- Handling sensitive health information
- Coordinating with other team members via email and weekly team meetings

Other responsibilities include, but are not limited to:

- Qualitative data analysis
- Quantitative data analysis
- Developing data summaries
- General support to other staff on SOR project
- Other duties as assigned

Minimum Qualifications:

- Currently pursuing undergraduate, Master's or Doctoral degree in public health, psychology, social work or a directly related field
- Experience with data entry
- Experience using MS Office, Google suite, and other relevant software

Preferred Qualifications:

- Experience with basic data analysis
- Experience working with highly vulnerable populations
- Training and background in Trauma Information Practices, specifically Trauma Informed Interviewing

Supervision Received

This position reports to Allyssa Mastroni, the GPRA Data Manager at The Evaluation Center.

Part-Time Effort Limits

Student Research Assistants are permitted to work up to 25 hours per week during Fall and Spring Semesters and 40 hours per week during Summer Semester. These hour limits apply to hours worked across *all* positions at the University. Student Research Assistant are paid starting hourly rate of \$19/hour with opportunities to earn \$21/hour within the first year. Within The Evaluation Center, schedules are determined based on project need and student availability to comply with the hour limitations stated above.

This position is will end at the conclusion of the SOR funding period (estimated September 2025). The GPRA Data Manager will establish expectations around schedule/hours and will approve all biweekly timesheets.

To apply, visit <https://www.the-evaluation-center.org/careers/student-employment/>.

