



 267.502.3800

 info@pyninc.org

 400 Market Street
Suite 200
Philadelphia, PA 19106

Career Opportunity

Lead Program Quality Assessor

This position is grant-funded from April – September 2022

Philadelphia Youth Network (PYN) has an immediate opening for a seasonal full-time **Lead Program Quality Assessor**.

The **Lead Program Quality Assessor** will establish and implement systems and protocols for WRS2022 observation. The Lead Program Quality Assessor will also observe and assess programs using the Weikart Youth Program Quality Assessment (YPQA), an evidence-based assessment tool that focuses on four key areas of positive youth development: safe environment, supportive environment, peer interaction, and youth engagement. YPQ assessments are a part of a continuous improvement process WorkReady uses to ensure programs implement best practices needed to build high-quality programs. All assessors will receive supplemental training to properly utilize the tool for data collection and scoring. The Lead Program Quality Assessor will also summarize all findings and document findings in preparation for sharing with PYN and preparing for next year.

Candidate selected must participate in a 3-day in person Weikart External Assessor training. This occurs prior to moving to Phase Two (Full-Time employment) which is contingent on passing the reliability test at the end of the training.

Primary responsibilities include:

- Review WRS22 programs to understand basic program information, location and contacts. Using that information build an evaluation spreadsheet, plan and timeline for the Lead Program Quality Assessor and the Program Quality Assessor. For those providers who held contracts in previous years, review all coach notes/observations and the Weikart Scores Report if it was conducted. Integrate past performance outcomes into the WRS22 evaluation spreadsheet
- Work collaboratively with coaches to establish clear and effective communication with providers. Initial communication will center around providing the purpose of the Weikart Assessment and scheduling/logistics. Ongoing communication will focus on implementation and follow-up to the assessment
- Conduct four assessments per week of WRS22. This includes preparation, travel and assessment time
- Enter scores and anecdotal information into scores reporter to generate reports. Share reports with providers
- Store Scores Reporter information with fidelity to protocol
- Compile individual and aggregate reports for WRS22 using Scores Reporter
- Offer and conduct follow-up and debrief sessions

Position requirements:

- High school diploma or GED
- Strong written and verbal communication skills

- Ability to engage with both youths and young adults
- Solution Oriented skills and mindsets
- Ability to see tasks and projects through to completion within deadlines
- Strong observational skills
- Well-developed knowledge of program evaluation
- Strong organizational, analytical, critical thinking and problem-solving skills
- Detail orientated with a high level of accuracy
- Weikart Youth Program Quality experience preferred
- Prior knowledge of Weikart Program Quality Assessment preferred
- Program Evaluation experience preferred
- Positive Youth Development and Program Quality training experience preferred
- Successfully pass background checks (PA state Criminal, Department of Public Welfare Child Abuse and F.B.I. fingerprinting)

Please note, this role will be hybrid. Depending on the days/hours worked, applicants may be asked to come into the office for some of their hours, to work on collaborative tasks.

Interested candidates should email a cover letter and resume to jobopps@pyninc.org and please indicate Lead Program Quality Assessor in the subject line.

PYN alleviates poverty by preparing young people to succeed in tomorrow's workforce. PYN coordinates partners that connect young people to education and employment experiences, equipping them with the skills employers need. As a result, PYN creates a system of services that help young people become successful, creating a diverse local talent pipeline. Learn more at pyninc.org.