

EVALUATION SERVICES | CONSULTANT

Evaluation consultant with over 10 years of experience. Dedicated to assisting organizations by creating access to powerful, meaningful information that can be used to increase effectiveness, enhance efficiency, and demonstrate results. Focused on working with organizations that desire to create positive social change. Committed to racial equity, inclusion, and community empowerment.

**Third-Party Evaluation | Organizational Capacity Building | Evaluation Frameworks | Data Collection Tools & Systems
Data Quality | Situational Analysis | Strategic Planning | Program Design & Analysis | Process Mapping**

Trained Facilitator; Proficient in the Spanish language; Excellence in writing; Strong relational & analytical skills

PROFESSIONAL EXPERIENCE

PROPONENTS LLC, Grand Rapids, MI

Founder & Principal Consultant

(February 2013 – Present)

Provide evaluation services and consultation for nonprofit organizations, government programs, and foundations. Assist clients in increasing their capacity for evaluative work, defining goals, measuring progress, capturing lessons learned, demonstrating success, increasing impact, and strategic planning. Member of the American Evaluation Association. Some recent projects include:

LINC Community Revitalization, INC

- External outcomes evaluation of WKKF funded project aimed to increase household income, access to quality education, civic engagement, & strengthen the capacity & networks of community leaders.

Corporation for a Skilled Workforce

- External formative & process evaluation of WKKF funded project to convene Grand Rapids stakeholders around the development of strategies for increased family economic security.

Grand Rapids Community Media Center

- External developmental & outcomes evaluation of WKKF funded project to increase access of media tools/technology for underrepresented voices in the community.

Next Step of West Michigan

- Conducted a “Situational Analysis” to assess the organization’s internal and external environment for the purpose of creating an evaluation framework and data collection tools to track progress and demonstrate the results of employment and training for individuals coming out of prison or rehab.

Heartside Ministry

- Provided services to increase the organization’s capacity for evaluative work, consulting for various programs available to Heartside neighbors. Facilitation of a Situational Analysis with key conclusions and recommendations related to a strategic plan.

Early Learning Neighborhood Collaborative (ELNC), Grand Rapids, MI

Nonprofit provider of early childhood education services to underserved communities of color in Grand Rapids.

Program Consultant/Manager

(September 2012 – September 2014)

- Develop monitoring & evaluation outcome frameworks for all ELNC preschools & programs.
- Audit all data collection instruments and program documentation.
- Develop a data collection calendar to ensure seamless implementation and utilization.
- Lead the role out and training for all frameworks.
- Responsible for overall coordination of activities and resources to implement the PREP program.
- Ensure compliance with budget guidelines, MOU’s and award letters.
- Oversee program development and provide technical assistance to program Site Coordinators.
- Act as primary communication liaison between licensing organization, external evaluators, partners and ELNC.
- Collect, compile, analyze data in accordance with evaluation plans and protocols.

International Aid (IA), Spring Lake, MI

Nonprofit international health organization providing services and programs at every sector and level of society.

Manager, Program Management Information Systems (PMIS)**(February 2007 – July 2009)**

- Developed and managed Program Management Information Systems (PMIS) for all of IA.
- Provided monitoring and evaluation (M&E) technical support to all IA program managers.
- Supported the development, implementation, and strengthening of M&E tools and systems for programs.
- Designed a results-based framework and M&E strategy, with assigned tasks, roles, and evaluation milestones for all programs.
- Identified key indicators for training programs, child survival projects, and health & sanitation projects.
- Developed and wrote the M&E sections of all program grant proposals.
- Conducted M&E activities; including sampling, training data collectors, surveying, interviewing, focus group discussions, and data compilation for a community-based health care program.
- Assessed data quality and previous evaluations for all programs and projects.

Field Office Manager for IA Honduras

- Provided overall management, administrative oversight, and support to the Honduras country office which included field staff and program activities within a \$700K budget.
- Oversaw the implementation of multiple grants and community based health programs throughout Honduras and ensured compliance with grant requirements.
- Acted as the primary communication liaison between the field and headquarter office.
- Assisted in the coordination of activities and demands.
- Advised the Vice President of Programs on overall country strategy, annual plans, and budgets.
- Ensured compliance with IA ethos, policies, and objectives.

Manager, Volunteers in Honduras Program

- Planned, coordinated and led 25 groups of volunteers on short-term trips to Honduras to see, participate in, and support International Aid's community-based health care programs.
- Designed and developed a "Trip Curriculum" for trip participants (including orientation, training, and follow-up materials) to encourage cultural sensitivity, facilitate personal transformation and life-long action.
- Managed expenses and raised revenue for an approved budget of approximately half million dollars.

Arbor Circle, Grand Rapids, MI**Healthy Start Family Support Worker & Spanish Translator****(June 2002 – December 2006)**

- Provided in-home relational support to Spanish speaking mothers in an infant abuse prevention program.
- Provided verbal and written translation for in-home therapists working with Spanish speaking families.

FORMAL EDUCATION & ADDITIONAL TRAININGS

Master of International Development Administration, Political Science *Western MI University, Kalamazoo, MI*
(2007) Concentrations in Monitoring & Evaluation and Leadership

Bachelor of Arts in Spanish and Psychology *Calvin College, Grand Rapids, MI* (May 2002)

REAL (Racial Equity for Action Leadership) Center *National Equity Project, Grand Rapids, MI* (March 2016 – March 2017)

Facilitative Leadership *Michigan State University Extension, Mount Pleasant, MI* (March 2017)

American Evaluation Association Conferences *American Evaluation Association, Chicago, IL* (Nov 2015); *Atlanta, GA* (Oct 2016); *Atlanta, GA* (June 2014)
