

Mellon/ACLS  
PUBLIC FELLOWS PROGRAM 

<b>Job Title:</b>	Impact and Evaluation Officer
<b>Organization:</b>	The Moth
<b>Location:</b>	New York, NY
<b>Stipend and Benefits:</b>	\$67,500 with health insurance for the fellow, professional development funds, and relocation allowance
<b>Start Date:</b>	September 4, 2018

### ORGANIZATION DESCRIPTION

The Moth is an acclaimed not-for-profit organization that seeks to honor the diversity and commonality of human experience through the art and craft of storytelling. Since our creation in 1997, The Moth has presented more than 25,000 true and first person stories, told live and without notes, by people from all walks of life to audiences worldwide. The Moth shares stories in curated live shows and open-mic SLAMs in 26 cities around the world; teaches the craft of storytelling to New York City high school students and people from communities underrepresented in public media in our Education and Community Programs; and is heard by millions every week through its Peabody-award-winning public radio show and popular free podcast. Moth staff enjoy full access to Moth events and other programming, and are encouraged to attend. Learn more at [www.themoth.org](http://www.themoth.org).

### POSITION DESCRIPTION

Reporting to the Director of Development, the Impact and Evaluation Officer is part of our strategic vision to improve The Moth's monitoring and evaluation systems to strategically grow audiences and the donor base, and improve program design and organizational performance. S/he will create a deeper understanding of the impact of The Moth's work; help The Moth make its programming more effective; and, blending fundraising, impact assessment, and messaging, help position The Moth for further major funding beyond our current sources, which include federal, state, and city governments; large, multinational foundations; family foundations; corporate sponsorships and foundations; individual philanthropists; and a membership program of more than 1,000 supporters.

Working within The Moth's Development Department in partnership with staff in all Moth departments, the Impact and Evaluation Officer will: (1) determine and develop appropriate metrics and measurement tools for The Moth's programming; (2) using these tools, and in consultation with programmatic staff, evaluate the impact of The Moth's programming for both storytellers and audiences; (3) create proposals and reports on these findings for potential and existing funders as well as other stakeholders, such as program designers who want to improve practice and new partners who want to collaborate with us; (4) Use these findings to inform and support key organizational priorities, including increasing our audiences, diversifying our storyteller base, and innovating our artform.

By the end of two years, the fellow will have gained substantial professional experience across non-profit impact assessment, fundraising, and marketing. Upon completion of the fellowship, the Impact and Evaluation Officer will be well-positioned to pursue a career in the not-for-profit arts sector.

This position is *only* available through the Mellon/ACLS Public Fellows program.  
You may *not* contact the host institution to inquire about this position.

Key duties and responsibilities:

- Identify and develop appropriate tools and best practices related to program and impact evaluation;
- Work with all The Moth's departments to define outcomes, design relevant and achievable targets, collect information, and assess evidence of impact;
- Analyze existing program data and develop new data-gathering tools as appropriate;
- Work with the Deputy Director of Development and collaborate across departments to develop high-quality proposals and reports for institutional donors;
- Deliver presentations to a variety of stakeholders, including funders, staff, and board; and
- Provide data and analytics to support membership lifestyle marketing efforts (acquisition, engagement, and retention).

## QUALIFICATIONS

- PhD in the humanities or humanistic social sciences;
- Interest and experience in qualitative and quantitative research methods;
- Exceptional analytical skills;
- Exceptional writing and oral communication skills;
- Ability to synthesize complex research and data into coherent and compelling narratives for diverse audiences and stakeholders;
- Ability to collaborate effectively with colleagues across multiple departments;
- Ability to work on occasional evenings, which will be compensated with time off; and
- Passion for the arts and storytelling.

## APPLICATIONS

- Information on the Mellon/ACLS Public Fellows Program:  
[www.acls.org/programs/publicfellows](http://www.acls.org/programs/publicfellows)
- All applications must be submitted through the ACLS Online Fellowship Application System ([ofa.acls.org](http://ofa.acls.org))
- Application deadline: March 14, 2018, 9 p.m. Eastern Daylight Time