



**Mayor Mike Spano**

**CITY OF YONKERS**

**Carlos Moran**  
Commissioner of Human Resources

**DEPARTMENT OF HUMAN RESOURCES**  
**One Larkin Center**

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**DATE: January 31, 2016**

**FROM: Christine Dodge**  
**Deputy Commissioner of Human Resources**  
**Personnel/Human Resources**

**RE: (1) PROVISIONAL Director of Research and Evaluation**  
**Salary commensurate with experience**

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The following PROVISIONAL Director of Research and Evaluation position at Accountability, Assessment and Evaluation at Central Office

- Qualified personnel may apply by sending in a RESUME along with a written request for an interview for this position to:

**Teresa Bellino**  
**Yonkers Public Schools**  
**One Larkin Center**  
**Yonkers, NY 10701**  
[teresa.bellino@yonkersNY.gov](mailto:teresa.bellino@yonkersNY.gov)

**Director of Research and Evaluation**

Supports, designs and/or implements evaluation research into the effectiveness of programs that support district academic/student program goals, as directed by the Superintendent of Schools;

Coordinates use of the student data base to facilitate effective use of data processing resources;

Interprets the results of school test and district wide test results and consults with instructional staff regarding implications;

Conducts data collection and analysis/interpretation for the district's School Performance Accountability Plan;

Surveys Educational research findings and develops effective methods of communicating and disseminating the salient related findings to district personnel, along with recommendations for applicability to the district's educational programs;

Keeps continually informed regarding research in psychological and educational testing and the development of useful information and improved tests for use in educational counseling programs;

Designs and administers studies to identify factors, e.g., community, economic or organizational matters which may contribute to variations in performance within the school system, and suggest ways that these may be managed to improve levels of student achievement;

Serves as primary coordinator and consultant in developing or selecting, administering, interpreting and reporting the district's evaluation programs and procedures.

**MINIMUM QUALIFICATIONS : EITHER**

- A) Graduation from a regionally accredited or New York State registered college or university with a Master's Degree and three (3) years of experience in social scientific research or design and/or use of a comprehensive data base evaluation system requiring computer programming skills to conduct data analysis in social science research, two (2) years of which must have been in a supervisory capacity; or
- B) Graduation from a regionally accredited or New York State registered four year college or university with a Bachelor's Degree, and five (5) years of experience as described in (A), two (2) years of which must have been in a supervisory capacity; or
- C) Graduation from a regionally accredited or New York State registered two year college or university with an Associate's Degree and seven (7) years of experience as described in (A) and (B), two (2) years of which must have been in a supervisory capacity; or
- D) An equivalent combination of training and experience as defined by the limits of (A) through (C).

**PLEASE RESPOND ON OR BEFORE, Friday, February 24, 2017.**

**This position is in the competitive class. There will be a Civil Service Examination. Notices will be posted when the examination is to be held.**