

## **Associate Director of Food and Nutrition Assistance**

Insight Policy Research, a dynamic, small research and evaluation organization, seeks applicants for the position of associate director, leading work in our family support and food and nutrition assistance program practice areas. For 20 years, Insight has provided high-quality, nationally recognized research and evaluation services to government, philanthropic, and nonprofit clients. Our focus is on issues affecting at-risk and vulnerable populations. Key practice areas include food and nutrition assistance, family support, health, education, and military and veteran support. Insight's innovative Data and Improvement group helps integrate research with data science and process improvement methods.

Across all practice areas, Insight teams work collaboratively with federal and state agencies to design and execute rigorous data collection, evaluation, and analysis strategies. These strategies yield actionable intelligence regarding the characteristics of program beneficiaries, the effectiveness of policy reforms, and the overall impact these programs have on beneficiaries' lives.

Headquartered in Arlington, Virginia, we offer outstanding potential for growth, competitive salaries, and comprehensive benefits in a collegial, family-friendly environment. For more information on the type of work we conduct and our corporate culture, please visit our website at [www.insightpolicyresearch.com](http://www.insightpolicyresearch.com).

### ***Position Summary***

The successful candidate will lead research, business development, and team building within Insight's Food and Nutrition Assistance and/or Family Support research practice areas, in collaboration with other area leaders. These practice areas focus on safety net programs serving disadvantaged populations, including the Supplemental Nutrition Assistance Program (SNAP); the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC); Child Nutrition programs; and Temporary Assistance for Needy Families (TANF).

As an associate director, the successful candidate will have responsibility for ensuring successful execution of research and evaluation projects. The associate director will work with senior leadership to develop and execute a business development strategy for the practice areas, conduct capture planning and business development activities, monitor performance of active projects, and lead relevant staff development activities, including supervising and mentoring staff.

Candidates must have an advanced degree in public policy, economics, sociology, public health, or related fields, plus at least 10 years of experience conducting research and evaluation work on safety net programs for federal agencies. Candidates must have a successful track record in leading business development activities, including capture planning, pricing strategy, and proposal development. Candidates must possess exceptional writing and communication skills, work collaboratively in a close-knit team environment, and have a demonstrated track record of producing research and evaluation products of the highest quality.

### ***Responsibilities***

- ▶ Execute Insight's business development strategy for Food and Nutrition and/or Family Support research, including writing technical proposals and developing corresponding budgets

- ▶ Build and manage relationships with federal, state, and local agencies as well as universities and associations seeking Food and Nutrition Assistance and/or Family Support research
- ▶ As project director or principal investigator, oversee teams leading research and evaluation on Food and Nutrition and/or Family Support topics
- ▶ Monitor the quality and performance of all Food and Nutrition Assistance and/or Family Support research projects
- ▶ Mentor staff at all levels to ensure consistent and high-quality project delivery, including direct supervision of some staff
- ▶ Keep abreast of legislative and regulatory changes related to Food and Nutrition and/or Family Support programs

### **Education**

- ▶ Master's degree or Ph.D. in public policy, economics, sociology, public health, or related field

### **Qualifications**

- ▶ Ph.D. plus 10 or more years' experience leading high-quality research and evaluation for federal clients examining relevant safety net programs; or master's degree plus 13 or more years' experience
- ▶ Subject matter expertise in SNAP, WIC, Child Nutrition, TANF, or other safety net programs
- ▶ Methodological expertise in data collection, food security measurement, policy analysis, policy simulation, implementation analysis, and/or impact evaluation
- ▶ Demonstrated experience mentoring staff to ensure successful project execution and professional growth
- ▶ Demonstrated ability to oversee capture planning and business development activities successfully
- ▶ Exceptional written and verbal communication skills, including demonstrated experience in public speaking
- ▶ Experience managing a large portfolio of contracts
- ▶ Experience supervising teams of staff
- ▶ A strong track record of working collaboratively within and across organizations

### **Contact**

**EEO:** At Insight, we value a diverse workplace and strongly encourage women, people of color, people with disabilities, members of ethnic minorities, LGBTQ2S people, and veterans to apply. Insight is a committed equal opportunity employer. Each and every employment decision is based on business needs, job requirements, and individual qualifications without regard to race; color; sex; sexual orientation; gender identity or expression; age; religion; national origin; marital status; pregnancy or parental status; military or veteran status; medical condition; disability; or any federal, state, or local

protected class. We do not and will not tolerate discrimination or harassment based on any of these characteristics.

**Contact:** Send resume/curriculum vitae and a writing sample via email, fax, or postal mail to—

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