

**Program Officer or Senior Program Officer  
Position Announcement**

The William T. Grant Foundation is seeking a researcher to join our staff as a Program Officer or Senior Program Officer. The Foundation is a national funder of high-quality research on children and youth in the United States. Our current focus areas are: 1) programs, policies, and practices that reduce inequality in youth outcomes; and 2) strategies to improve the use of research evidence in policies and practices that affect youth. Our funding spans various social science disciplines and across child welfare, juvenile justice, mental health, employment, youth programs, and education.

The position is a member of the Foundation's Senior Program Team, which is responsible for setting program directions, developing and implementing new program initiatives, reviewing grant applications, supporting grantee work, and representing the Foundation with external audiences. This is an exempt position.

Position responsibilities include:

- Directing grant programs at the research-policy and research-practice interfaces, such as the Institutional Challenge Grants and Major Grants on Improving the Use of Research Evidence in Policy and Practice;
- Reviewing research proposals across grant programs and facilitating peer review of them;
- Supporting grantees by reviewing their progress and assisting them in meeting the goals of their grants;
- Developing and improving research initiatives. This may include reviewing literature, synthesizing findings from funded research, and surveying researchers, practitioners, policymakers, and other funders about the field's needs;
- Organizing meetings with grantees, other funders, policymakers, and practitioners;
- Building the Foundation's relationships with other funders, policymakers, practitioners, and researchers;
- Writing about the Foundation's research initiatives for research, policy, and practice audiences.

Qualifications include:

- Ph.D. or equivalent degree in the social sciences or an allied field;
- Expertise in social science theory, methods, and data analyses related to the Foundation's research interests; Preference for advanced quantitative and evaluation methods expertise;
- Keen understanding of policymakers' or practitioners' research needs and ability to communicate effectively with those audiences;
- Demonstrated success producing, publishing, and presenting high-quality research;
- Interest in supporting the scholarship of others;
- Excellent written and oral communications skills;
- Excellent project management skills in juggling multiple demands, establishing priorities, and meeting deadlines for self and others; preference for supervision experience;
- Ability to work with junior and senior staff with professionalism and respect; and
- Integrity, interpersonal skills, wisdom, and good judgment.

**How to apply:**

Interested applicants should submit a cover letter describing interests in and qualifications for the job responsibilities; curriculum vita; research publication; and contact information for four references to [jlui@wtgrantfdn.org](mailto:jlui@wtgrantfdn.org). Review of applications will begin immediately and continue until the position is filled. The expected start date is July 1, 2020 but is negotiable in the event of conflicting prior commitments. The William T. Grant Foundation is an equal opportunity, affirmative action employer.

**About the William T. Grant Foundation**

The William T. Grant Foundation supports research to improve the lives of young people ages 5-25 in the United States. The Foundation's focus areas are reducing inequality in youth outcomes and improving the use of research evidence in ways that benefit young people. Its grantmaking centers on high-quality empirical research that has the potential to advance theory, build evidence, and inform policy and practice. The Foundation's assets were valued at \$330 million in February 2020. Our annual budget is in excess of \$19 million. The Foundation is based in New York City and has a full-time staff of 19.

Learn more by visiting [www.wtgrantfoundation.org](http://www.wtgrantfoundation.org) or following the Foundation on Twitter: @wtgrantfdn.