

Principal Consultant Measurement – English (OLNA) K-10 Testing

Position number	00033592
Agreement	Public Sector CSA Agreement 2022 or as replaced
Classification	Level 7
Reports to	Manager, K-10 Testing (Level 8)
Direct reports	Nil

Context

The School Curriculum and Standards Division provides administrative and secretariat services for, and implements the decisions of the School Curriculum and Standards Authority (the Authority). The Authority provides quality curriculum, assessment and standards to enable all Western Australian students to become confident, creative learners and active, informed citizens who contribute positively to society.

The Examinations, Certification and Testing (ECT) Directorate is responsible for:

- implementing the logistics for the delivery of Australian Tertiary Admission Rank (ATAR) course examinations
- implementing the logistics for the delivery of Externally Set Tasks (EST)
- developing and maintaining strategies to acknowledge student performance including the development of online exam structures
- designing, implementing and evaluating educational measurement activities in Years 11 and 12, including the moderation of external assessment activities
- implementing the logistics for the delivery of National Assessment Program - Literacy and Numeracy (NAPLAN) across Western Australia
- designing, developing and analysing tests, and implementing the logistics for the delivery of the literacy and numeracy assessments of the Online Literacy Numeracy Assessment (OLNA)
- ensuring that data is of the highest integrity and that it is collected, assured, analysed and reported within all required timelines
- ensuring that there is a strong interface between schools and the Authority for the purpose of data transferal
- managing all reporting requirements for the Authority and assuring the efficacy of any data reported to stakeholders.
- ensuring that information systems optimise service delivery to stakeholders
- planning and supporting for the implementation of future technological improvements across the Authority.

Visit scsa.wa.edu.au to find out more information about the School Curriculum and Standards Authority.

Visit education.wa.edu.au to find out more information about the Department of Education.

Key responsibilities

- Collaborate in the production of NAPLAN and OLNAs support publications.
- Review literacy assessment instruments developed by external agencies and contractors.
- Conceptualise, develop and implement OLNAs Writing instruments and associated marking rubrics and coordinate the analysis, review and documentation required.
- Plan and design suites of reading tests (and associated mirror forms) that will operate robustly as independent, equivalent forms for multiple attempts, seeking and applying psychometric advice for the link design, utilising a detailed knowledge of the Australian Core Skills Framework in conjunction with English and General Capabilities in the Australian Curriculum to inform test content.
- Plan the item development process; assemble and train a team of suitably qualified item writers and develop tools and reference documents for item writers and reviewers.
- Construct the final tests, ensuring that specifications for curriculum coverage, accessibility, item types and difficulty are met.
- Co-manage the marking operations related to the on-line marking of all literacy assessments for NAPLAN and OLNAs with an external contractor.
- Train and monitor teams of specialist markers for the NAPLAN and OLNAs marking operations.
- Develop and deliver training and support materials to assist schools to implement OLNAs.
- Provide expert measurement and curriculum advice on reading, writing and conventions of language at the national level through collaboration with relevant stakeholders from all sectors, states and territories.
- Review and resolve matters related to item development and test construction.
- Analyse reports generated from OLNAs Literacy data and interpret student achievement data, using Rasch methodology.
- Provide expert measurement and curriculum advice to senior officials of the Authority, sectors, schools, teachers and parents relating to the reporting and interpretation of OLNAs Literacy data.
- Conceptualise and implement plans to assist educators to improve student performance in literacy.
- Provide advice on contemporary issues relating to assessment, measurement and reporting of student performance, particularly in relation to the English curriculum area.
- Maintain effective records and relevant information databases in accordance with the Authority's recordkeeping policy.

Selection criteria

1. Demonstrated ability to design and develop highly sophisticated assessment tools suitable for the online assessment of Reading and Writing.
2. Highly-developed project coordination skills, including demonstrated experience in planning, monitoring, reviewing, evaluating and reporting on complex projects.
3. Demonstrated comprehensive conceptual and analytical skills in the area of student assessment, including the ability to analyse student achievement data using Rasch methodology.
4. Highly developed interpersonal and negotiation skills with a demonstrated ability to work with professional organisations and peak bodies in a consultative and collaborative manner to secure program outcomes.
5. Demonstrated excellent written and oral communication and presentation skills; and highly developed interpersonal skills.
6. Demonstrated high level of understanding of contemporary issues in the assessment, measurement and reporting of student performance, particularly in relation to the English learning area.

Eligibility and training requirements

Employees will be required to:

- consent to a Nationally Coordinated Criminal History Check and obtain a current Screening Clearance Number issued by the Department of education's Screening Unit prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within 3 months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within 6 months of appointment, and every 3 years thereafter
- complete the Department's Aboriginal and Torres Strait Islander cultural awareness online course within 3 months of commencement.

Certification

The details contained in this document are an accurate statement of the responsibilities and other requirements of the position.

ENDORSED

Date 18 June 2024
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