



## Principal Consultant Measurement - Mathematics K–10 Testing

<b>Position number</b>	00033593
<b>Agreement</b>	<a href="#">Public Sector CSA General Agreement 2019</a> (or as replaced)
<b>Classification</b>	Level 7
<b>Reports to</b>	Manager – K-10 Testing (Level 8)
<b>Direct reports</b>	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.

Visit [scca.wa.edu.au](https://scca.wa.edu.au) to find out more information about the School Curriculum and Standards Authority

Visit [education.wa.edu.au](https://education.wa.edu.au) to find out more information about the Department of Education.

### Key responsibilities

- Collaborate with other K-10 officers in the production of NAPLAN and OLNA support publications.
- Review and provide expert advice on the NAPLAN Numeracy assessment instruments developed by external agencies and contractors.
- Ensure consistency in the development of the marking and training materials for NAPLAN Numeracy and oversee the professional marking delivered by an external contractor.
- Provide expert measurement and curriculum advice on mathematics at the national level through collaboration with stakeholders from all sectors, states and territories to review and resolve matters related to item development and test construction.
- Oversee and monitor contracts related to the delivery of OLNA Numeracy tests by external contractors.
- Design and develop OLNA Numeracy assessment packages as required.
- Analyse and interpret student Numeracy data using Rasch methodology and develop support materials to assist schools to improve teaching and learning.
- Provide expert measurement and curriculum advice to senior officials of the Authority, the Division, sectors, schools, teachers and parents relating to the reporting and interpretation of NAPLAN Numeracy data.
- Conceptualise and implement plans to assist educators to improve student performance in Numeracy.
- Provide advice on contemporary issues relating to assessment, measurement and reporting of student performance, particularly in relation to Mathematics curriculum area.
- Maintain effective records and relevant information databases in accordance with the Department's recordkeeping policy.
- Provide advice and assistance to the Manager as required.

### Selection criteria

1. Demonstrated ability to design and develop highly sophisticated assessment tools suitable for the online assessment of Numeracy.
2. Highly-developed project coordination skills, including demonstrated experience in planning, monitoring, reviewing, evaluating and reporting on complex projects.
3. Demonstrated highly developed 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 highly developed written and oral communication, interpersonal and presentation skills.
6. Demonstrated high level understanding of contemporary issues in the assessment, measurement and reporting of student performance, particularly in relation to the Mathematics learning area.

## Eligibility and training requirements

Employees will be required to:

- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within three 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 six months of appointment.

## Certification

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

## ENDORSED

Date 12 November 2019  
Reference D19/0517176