



Principal Consultant - Measurement and Psychometrics K-10 Testing

Position number	00037447
Agreement	Public Sector CSA Agreement 2024 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.

Visit sca.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

- Perform high quality measurement analyses for a range of reporting requirements, including national reports, internal system-level reports, school reports and reporting to parents.
- Design equating studies and perform equating analyses in order to place tests in each calendar year on a common scale and to place tests for all year groups on a common scale.
- Collaborate with subject matter experts to improve current assessments.
- Provide advice, interpretation and instructions in relation to assessment instrument development to ensure high quality psychometric properties and reporting.
- Supervise the Senior Consultant - Measurement (Psychometrics) and work with the Senior Consultant - Measurement (Data Management), to manipulate, manage and analyse population testing data for these purposes.
- Liaise as necessary with staff internal and external to the Department and provide representation at internal and external forums at a state and national level, including tertiary institutions.
- Provide advice on contemporary issues related to assessment and reporting of student performance to ensure that information instrumental to monitoring student performance, accountability and policy and decision-making at all levels within the organisation is of optimal validity.
- Provide quality advice on psychometric issues, prepare reports and proposals and assist the Department in the preparation of recommendations for improving system performance.
- Assist in all aspects of the data management operation for NAPLAN and OLNA to ensure that high quality data is delivered in accordance with timelines and to ensure that risk management strategies are in place.
- Provide customised data sets to internal and external agencies for the purposes of research, including state and national data linkage.
- Provide technical assistance and support for incoming queries and issues related to assessments, computer systems, software, and hardware.
- Utilise specialised desktop support software to log and track support calls and gather information to compile a knowledge base of problems and their solutions for NAPLAN and OLNA.
- Coordinate activities related to the transition of schools to online assessment.
- 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 highly developed understanding of Rasch measurement and its application in an educational context.
2. Demonstrated ability to design and development highly sophisticated assessment tools suitable for a range of educational areas.
3. Demonstrated high level understanding of contemporary issues related to the assessment, measurement and reporting of student performance.
4. Demonstrated comprehensive analytical and research skills in an educational context.
5. Demonstrated highly developed written and oral communication skills and a proven ability to work as a member of a team.
6. Demonstrated highly developed organisational, planning and decision-making skills, including the capacity to work to deadlines.

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 17 January 2025
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