



STATE OF CONNECTICUT



DEPARTMENT OF EDUCATION

JOB OPPORTUNITY

ACADEMIC OFFICE BUREAU OF STUDENT ASSESSMENT

ASSOCIATE EDUCATION CONSULTANT/ EDUCATION CONSULTANT

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS ON THE LAST PAGE

Open to: The Public

Location: 165 Capitol Avenue, Hartford, CT 06106

Hours: 8:30 a.m. – 4:30 p.m.

Salary Range: Associate Education Consultant \$81,893 - \$105,251*
Education Consultant \$88,804 - \$113,450*

Closing Date: August 7, 2013

* New hires to state employment start at the minimum of the above salary range.

The Connecticut State Department of Education is currently recruiting for an Associate Education Consultant or Education Consultant position within the Bureau of Student Assessment. *The selected candidate's credentials will determine the job classification.* This is a permanent position with an end date of June 30, 2014. Continuation of this position is contingent upon reauthorization of federal funds.

GENERAL STATEMENT OF DUTIES:

To serve as a psychometrician for the Department's transition from the Connecticut Mastery Testing Program and Connecticut Academic Performance Testing Program to the Smarter Balanced Assessment System.

EXAMPLE OF DUTIES:

- Conduct and/or supervises psychometrics and psychometric evaluations of statewide assessments under development; e.g., test scaling and equating, item fit, test unidimensionality, and standard setting;
- Audit and monitors the psychometric characteristics and the quality of the scoring of statewide assessments;
- Conduct ad hoc analysis of statistical data according to the needs of the Department, the educational community, other state agencies, the federal government, the press, or the public;
- Review technical data and assessment results for CMT, CAPT, and Smarter Balanced from testing vendor and analyze test results;
- Conduct applied research that involves the use of psychometric and results data from the CMT, CAPT, and Smarter Balanced;

- Prepare reports of data in formats needed for particular purposes, including federal, state, and Department reports as well as data reports for other state agencies;
- Support the development of systems for improved data collection;
- Utilize PSIS data to support testing research and operational procedures;
- Other tasks as assigned by the bureau chief or supervisor.

Support the Student Assessment Program:

- Provide technical assistance in the use of the psychometric indicators;
- Review documents, verify data on reports, serve on committees;
- Review the department's on-line assessment results resources for accuracy;
- Prepare correspondence as needed;
- Assist with the CMT, CAPT and Smarter Balanced Request for Proposals and review of proposals as needed;
- Other tasks as assigned by the bureau chief or supervisor.

Professional Development:

- Provide professional development to districts in all components of assessments including development implementation and analysis;
- Develop and present research at national conventions and meetings.

QUALIFICATIONS

Knowledge, Skill and Ability:

Thorough knowledge of the philosophy and methods of education with particular reference to the field concerned; teaching skill; considerable ability to deal effectively with others; considerable administrative ability; ability to prepare comprehensive written reports.

Minimum Experience and Training Required:

Education Consultant: An earned advanced degree and eight (8) years of relevant professional experience or in lieu thereof, an equivalent combination of experience and training as approved by the appointing authority.

Associate Education Consultant: An earned advanced degree and five (5) years of relevant professional experience or in lieu thereof, an equivalent combination of experience and training as approved by the appointing authority.

Preferred Experience and Training:

Applicants that have experience with CMT, CAPT and/or Smarter Balanced are preferred.

The Department encourages applicants who do not meet the stated qualifications, but believe they possess equivalent qualifications to submit written statements indicating how their background and experience qualify them for the position.

APPLICATION PROCEDURE:

Interested candidates should reference announcement #803, submit a letter of application and resume with details of experience and training, three (3) current professional references and an Application for Examination or Employment (CT-HR-12) which may be obtained from the Department of Education website at <http://www.sde.ct.gov> to: **Dianna Roberge-Wentzell, Chief Academic Officer, State Department of Education, 165 Capitol Avenue, Room 223, Hartford, CT 06106. Tel# (860) 713-6775. All required documents must be submitted by the closing date to be considered for interview.**

Closing date for applications: **August 7, 2013**

Anticipated date for employment: **Immediate upon selection**

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of **race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction.** Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/American with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, Levy.Gillespie@ct.gov.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

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7/17/13