Position Description

Position Title: Lead Statistician
Position No.: AR48

Business Unit: Assessment and Reporting
Classification: P4

Reports to: Senior Manager, Research and Measurement
Duration of Contract: Ongoing

Location: Sydney
FTE: 1.0

Position Overview

This position provides a range of expertise to the Senior Manager, Research and Measurement in the analysis and use of a range of education-related data. The Lead Statistician will also be responsible for undertaking statistical and qualitative analysis drawing on a range of internal and third party data sources, designing and building statistical models, contributing thought leadership in the area of measurement and performance and managing the processes and operations required to ensure the validity and reliability of student outcome and other identified data collections.

Core accountabilities

1. Comply with and promote WHS practices, policies and procedures and conduct work in a safe manner
2. Commit to, promote and model ACARA’s policies including those relating to equity, diversity and sustainability in addition to ACARA’s Values and Code of Conduct
3. Participate in and promote the performance and recognition program, including setting objectives, tracking objectives and appraising outcomes
4. Work collaboratively within the business unit and across the organisation to promote communication and information sharing

Key accountabilities

The key accountabilities of this position are to:

- Provide direct support and expertise to the Senior Test Manager, Research and Measurement in the provision of leading edge approaches to statistical analyses and modelling on activities and outcomes by schooling systems and the outcomes of investment in Australian education
- Provide strategic and expert measurement advice on key performance measures such as the National Assessment Program – Literacy and Numeracy (NAPLAN), National Report on Schooling, student attendance, background and post school destinations, and other data collection and progress reporting as required
- Evaluate and prioritise stakeholder reporting requirements and ensure timely reporting of project outcomes to key stakeholders including sub-groups and working groups
- Drive the processes and operations required to ensure the validity and reliability of student outcome data collections and analyses
- Prepare and mentor others in the creation of briefing and research papers on statistics and measurement issues, as required
• Remain informed of contemporary issues in statistics and educational measurement and serve as thought leader both within and outside of ACARA

• Undertake other duties related to priorities and reporting initiatives as required.

Skills, Knowledge and Experience (Key Selection Criteria)

1. Exceptional educational measurement and data analysis skills with extensive working knowledge of current issues in student assessment and reporting at state and national levels.

2. Demonstrated capacity to establish and monitor standards for the capture and storage of reporting data and document files.

3. Extensive knowledge and experience in the use and analysis of large complex database and document management systems.

4. Capacity to liaise, consult, use sound judgement and if necessary negotiate with high level officers from across the education sectors and jurisdictions.

5. The ability to research, analyse and validate measurement and reporting data using electronic statistical software.

Dimensions of the role

Number of direct reports- Nil

Number of direct and indirect reports- Nil

Financial delegations- Nil

HR Delegations- Nil

Important Relationships

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<th>Internal:</th>
<th>External:</th>
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<tr>
<td>• ACARA communication and media personnel</td>
<td>• Jurisdictional and cross-sectoral educational representatives</td>
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<tr>
<td>• Managers, Reporting and other ACARA personnel</td>
<td>• Educational institutions’ representatives</td>
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Approved: ____________________________  Date: ____________________________

Signed: ____________________________