Position description

<table>
<thead>
<tr>
<th>Position title:</th>
<th>Lead psychometrician</th>
<th>Position no.:</th>
<th>AR27</th>
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</thead>
<tbody>
<tr>
<td>Business unit:</td>
<td>Assessment and Reporting</td>
<td>Classification:</td>
<td>M1</td>
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<tr>
<td>Reports to:</td>
<td>Senior manager, research and development</td>
<td>Duration of contract:</td>
<td>Ongoing</td>
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<tr>
<td>Location:</td>
<td>Sydney</td>
<td>FTE:</td>
<td>1.0</td>
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Position overview

The purpose of this position is to provide strategic leadership and operational management of psychometric analyses for National Assessment Program (NAP) including National Assessment Program in Literacy and Numeracy (NAPLAN) and NAP sample assessment programs. The lead psychometrician will be directly responsible for planning, implementation, monitoring and evaluation of statistical and psychometric analyses, and overseeing the work of a team of psychometricians and data analysts both for the current paper-based NAP assessments and for their online replacements. Further to this, the lead psychometrician is expected to participate and support ACARA's initiatives and research efforts.

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:

1. lead, manage, plan, coordinate, and perform psychometric and statistical analyses and activities to support current and future NAP assessments
2. direct and manage ACARA psychometric team to ensure effective project planning, execution, monitoring and evaluation for all psychometrics and measurement activities as required
3. direct and manage external contractors and ensure quality control of all deliverables
4. coordinate measurement activities and efforts within ACARA and support and contribute to external stakeholders and advisory groups engagement and management
5. supports and contributes to the research activities as directed by ACARA's work priorities
6. develop briefing papers and technical reports on assessment, measurement and reporting issues, as required
7. maintain up-to-date knowledge of the current trends and significant developments in the field of psychometrics, educational measurement and large-scale assessments
Skills, experience and knowledge (key selection criteria)

1. demonstrated experience in increasingly responsible positions in the field of psychometrics, educational measurement and large-scale assessments
2. highly developed ability to research, analyse and validate assessment, measurement and reporting data using Rasch Models, Item Response Theory, and modern statistical methods utilising statistical and programing software
3. experience with both paper-based and online assessments, including the ability to link results across modes of administration
4. demonstrated ability to provide high level and highly expert advice to inform decision making, program quality controls and strategic planning including but not limited to authoring of technical reports and/or scientific publications and presentations
5. demonstrated project and program management skills, including the ability to effectively manage outsourced contract work and consultancies
6. demonstrated ability to work collaboratively and manage team members and experience in mentoring others to assist in building organisational capability
7. outstanding oral and written communication and interpersonal skills sufficient to establish and maintain regular and effective consultation, liaison and representation across and outside of the organisation
8. Ph.D. in psychometrics, education measurement, statistics, psychological measurement, or related field with an emphasis on psychometrics or quantitative analysis

Dimensions of the role

Number of direct reports- up to 8
Number of direct and indirect reports- up to 8
Financial delegations- 0
HR delegations- up to 8

Important relationships

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<tr>
<th>Internal:</th>
<th>External:</th>
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<tbody>
<tr>
<td>▪ other general managers</td>
<td>▪ external contractors</td>
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<tr>
<td>▪ assessment managers and project officers</td>
<td>▪ key stakeholders</td>
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<tr>
<td>▪ administration support personnel</td>
<td>▪ advisory groups</td>
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General manager / CEO approval

<table>
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<tr>
<th>Name</th>
<th>Signature</th>
<th>Date:</th>
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