**POSITION: State Assessment Director**

**SALARY: $70,000.00**

**DESCRIPTION**

Reporting to and working closely with the Deputy Commissioner for Curriculum and Instruction, the State Assessment Director will oversee all aspects of state testing, both formative and summative. This will include not only maintaining and improving current systems, but also the possible development of assessment programs. The individual must be able to understand and interpret testing information to a variety of audiences.

**DUTIES AND RESPONSIBILITIES (NOT ALL INCLUSIVE)**

* Develop and/ or revise the Virgin Islands assessment and accountability system;
* Work directly with testing entities on developing and/or revision state assessments;
* Research and compile data, prepare analyses and reports, deliver presentations to staff, districts, and other groups;
* Serve as a resource and liaison to district staff, community groups, and others for questions and issues related to student achievement data, school performance indicators, state and federal reporting requirements;
* Design evaluation and research studies at the state level;
* Represent the Territory to Federal entities that oversee assessment requirements;
* Provide leadership and support to districts in analyzing academic performance data to inform instruction and accountability systems reporting,;
* Provide leadership to staff and school districts in the analysis of data to implement instructional practice for improved student achievement;
* Provide technical assistance to districts in implementing and reporting state assessments;
* Meet schedules and timelines;
* Establish and maintain cooperative and effective working relationships with others;
* Work independently with little direction;
* Perform related duties as assigned.

**KNOWLEDGE, SKILLS AND ABILITIES**

* Has Knowledge of Federal requirements for state assessment;
* Uses effective organizational skills to coordinate the complexities of the state assessment programs;
* Has in-depth knowledge of statistical models, e.g. multiple regression or factor analysis;
* Is able to design and implement state assessments, i.e. summative and formative assessment systems;
* Demonstrates expertise about the technical characteristics of tests (validity, reliability, scaling, linking, development, scoring, standard setting, etc.);
* Has a working knowledge of laws, rules and regulations governing evaluation, research curriculum, assessment, basic education,
* Has knowledge of standards, curriculum, assessment and statistical methods used in compiling assessment results and resources;
* Is able to be a resource on current educational research;
* Possesses the ability to use data to support curriculum, instruction, assessment, and curriculum adoptions;
* Is able to present assessment results to various audiences using clear and effective communication tools;
* Makes effective use of relevant technology;
* Is committed to ongoing personal professional development;
* Possesses the personal characteristics to be a positive force in the decision-making process with skills in problem solving and consensus building.

**EDUCATION AND EXPERIENCE**

* Masters’ degree of higher and five (5) years of successful professional-level experience at the state or district level in educational research, program evaluation, measurement and assessment, or related field.

**No person shall be discriminated against in employment or in any other educational program or activity offered by the Virgin Islands Department of Education on account of race, color, creed, national origin, sex, handicap, or age.”**