dchr

Job Title: Assessment Specialist (Mathematics)

Grade: CS-13

Salary Range: $89,457 - $115,262

Job Summary:

Within OSSE, the Division of Data, Assessment, and Research (DAR) is responsible for using data to measure and communicate student success. We strive to develop data and measurement systems and resources, produce actionable data, and to conduct research that increases the capacity of our stakeholders to initiate and drive policy decisions and implement and evaluate successful programs that support the improvement of students' educational opportunities and outcomes. Within DAR, the Office of Assessments is responsible for designing, developing, implementing, and reporting out on the District's Next Generation Assessment system of statewide summative assessments.

The Assessment Specialist – Mathematics will be responsible for the management of content development for the District of Columbia's summative Common Core State Standards (CCSS) aligned summative assessments in mathematics. This individual will be responsible for the review and approval of mathematics content for general and alternate summative statewide assessments, and will support the Deputy Director of Assessments in educating critical stakeholders on assessment literacy and use of mathematics assessment results for instructional planning and programmatic decision-making. This individual will partner with individuals across the Office of Assessments and with other Divisions in the agency, including the Division of Teaching and Learning, the Office of Contracts and Procurement, and the Office of Research, Analysis and Reporting to ensure high-quality development and implementation of our mathematics assessments.

Duties and Responsibilities:

Specific functions of the Assessment Specialist for Mathematics include:

- Manage the development and implementation of the District's summative Partnership for Assessment of Readiness for College and Careers (PARCC) assessments in mathematics, in partnership with the Deputy Director of Assessments
- Participate in reviews of mathematics content and relevant subcommittees for the District's Multi-State Alternate Assessment (MSAA) alternate summative assessments, in partnership with the Assessment Specialist – Special Populations
- Engage math educators and administrators in test development activities such as item review, rangefinding, and performance level setting to support both test development and stakeholder understanding of statewide assessments
- Conduct professional development with math teachers, school test coordinators, and LEA/school administrators on both the administration of statewide assessments and the interpretation and use of test results
- Collaborate and partner with OSSE teams including the Office of Teaching and Learning to ensure that the District is supporting LEAs with assessment literacy and understanding the CCSS
- Collaborate with others in the Office of Assessments to support operational and strategic planning of projects across the team
- Represent the Office of Assessments and OSSE in the development of cross-state or consortium assessments and at local and national convenings related to summative mathematics assessments

Qualifications and Education

- Mastery knowledge in mathematics education which may include experience in and/or knowledge of the CCSS and national trends in K-12 mathematics standards, policy, and implementation
- Experience in educational testing, research or administration which may include knowledge of large-scale test development and/or the ability to interpret, analyze, and communicate assessment data to various audiences
- Previous experience as a mathematics educator in grades 6-12

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