



**cmeec**

Council of  
Ministers  
of Education,  
Canada

Conseil des  
ministres  
de l'Éducation  
(Canada)

**THE COUNCIL OF MINISTERS OF EDUCATION, CANADA (CMEC)**, is an intergovernmental agency providing leadership in education at the pan-Canadian and international levels. Located in the heart of Toronto (steps from the St. Clair subway), CMEC is seeking a:

**BILINGUAL ANALYST, LEARNING ASSESSMENT PROGRAMS**

**Full-time, one-year contract, with the possibility of renewal**

**Current annual salary range: \$64,664 – \$80,596**

**Search area: within commuting distance of 95 St. Clair Avenue West, Toronto**

This position supports the successful implementation of flagship projects that assess the knowledge and skills of students at the pan-Canadian and international levels, such as the Pan-Canadian Assessment Program (PCAP) and the Programme for International Student Assessment (PISA). The **Analyst** applies his or her expertise to all phases of test development, carrying out psychometric analyses of the instruments and contributing to the drafting of reports to national and international education decision makers and other stakeholders.

**Key Qualifications**

- Superior command of French and English, both written and spoken
- Graduate degree (master's or Ph.D.) with specialization in assessment or educational measurement
- Experience with large-scale assessments, typically gained through work at jurisdictional/national ministries of education or educational institutions
- Excellent knowledge of research methodology, statistical analysis, and reporting (using advanced statistical packages)
- Exceptional research skills to stay current with developments in the field of specialization
- Exceptionally detail-oriented, with strong organizational skills and the ability to meet critical deadlines
- Highly collaborative, with strong interpersonal skills to work with various stakeholders in the assessment development and reporting process

If you wish to apply, please send an electronic version of your cover letter and résumé to the Council of Ministers of Education, Canada (CMEC), to the attention of Mary Jane Hee Fa Chung at [mj.heefachung@cmeec.ca](mailto:mj.heefachung@cmeec.ca), **by 4:00 p.m. EDT, July 10, 2015**. For more information, visit us at [www.cmeec.ca](http://www.cmeec.ca).

CMEC thanks all candidates for their interest in this position. Only those who are selected for an interview will be contacted. Candidates must be legally entitled to work in Canada.

**CMEC is an equal-opportunity employer.**