



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 policy development, program administration, and research at the pan-Canadian and international levels. Located in the heart of Toronto (steps from the St. Clair subway), CMEC is seeking a:

BILINGUAL PSYCHOMETRICIAN, LEARNING ASSESSMENT PROGRAMS

Full-time position

Current annual salary range: \$71,243–\$104,983, dependent upon experience and qualifications

The **Psychometrician** 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 incumbent applies their expertise to all phases of test development, carrying out psychometric analyses of the instruments; providing statistical analyses of, and reports on, large-scale-assessment data; and contributing to the drafting of reports (public, thematic, contextual, technical) and research notes to national and international education decision makers and other stakeholders. The Psychometrician reports directly to the Coordinator, Learning Assessment Programs.

CMEC offers excellent benefits and the opportunity to work in a dynamic, collegial environment that promotes professional development and career advancement.

Key responsibilities include:

- Develop detailed, complex sampling plans that meet international standards;
- Assist in the development of instruments for the large-scale assessment of reading, mathematics, and science skills, as well as new areas of study;
- Assist in the development of survey questionnaires for students, teachers, administrators, school principals, and parents of students participating in the assessments;
- Advise on sampling procedures for the assessment questions;
- Create and implement quality-control procedures for scoring large-scale assessments, where scoring is led by CMEC;
- Establish methodologies and procedures for analyzing assessment and questionnaire data;
- Model large-scale assessment data using classical test theory as well as item-

- response-theory models;
- Assist in standard-setting processes;
 - Evaluate the psychometric properties of assessment and survey instruments;
 - Generate and validate assessment results at the pan-Canadian and provincial/territorial levels, taking into account the complex nature of the data collected;
 - Contribute actively to the drafting of public and contextual reports on these assessments;
 - Write technical reports on these assessments;
 - Provide expert advice to assessment-program managers regarding the advanced technical aspects of designing, analyzing, and disseminating assessment results;
 - Provide support to provinces, territories, and external researchers on the use of large-scale assessment data for projects facilitated through CMEC.

Key qualifications

- Excellent command of French and English, both written and spoken
- Graduate degree (master's or PhD) with specialization in psychometrics, educational measurement, and/or assessment
- A minimum of two years' experience with large-scale assessments, typically gained through work at provincial/territorial/national ministries/departments of education or educational institutions
- Extensive experience in research methodology, advanced statistical analysis such as multivariate and multi-level modelling, and reporting (using advanced statistical packages)
- Experience in classical test theory, item-response-theory modelling, and test linking and equating
- 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
- Demonstrated ability to prepare analytic plans, monitor progress, and track timelines
- Highly collaborative, with strong interpersonal skills to work with various stakeholders in the assessment development and reporting process
- Ability to work independently and collaboratively within a team

Preference will be given to candidates with one or more of the following:

- Demonstrated ability to prepare effective visual presentations of complex data
- Knowledge of Canada's education systems

Please send an electronic version of your cover letter and résumé to the Council of Ministers of Education, Canada (CMEC), to the attention of Human Resources at

hr@cmecc.ca, by 4:00 p.m. EST, January 20, 2020. For more information, visit us at www.cmecc.ca.

CMEC welcomes applications from persons with disabilities. Accommodations are available upon request for candidates taking part in the selection process.

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.