Psychometrician, Character Skills Assessment

The primary responsibility of the Psychometrician is to lead the SSATB Character Skills Assessment (CSA) program, conduct all aspects of the work necessary for score reporting, including scoring, item analysis, equating, quality assurance, trend analysis, and research to shape and fulfill the requirements for the CSA program. This position reports to the Chief Testing and Research Officer.

Key Responsibilities:

- Lead the SSATB Character Skills Assessment (CSA) program: Plan and coordinate test development, operational and psychometric work of the CSA program, including: working with the vendor on field trial, item analysis and other aspects of operational work required for development of test prototype; working with IT department and the vendor to develop scoring system; communicating with member schools, responding to inquiries and recruiting schools for field trial and special research projects; leading the validity study, managing data collection process, directing primary and supporting data analysis and generating report with the vendor.

- Provide psychometric support for all other SSATB programs when needed: review forms, conduct item analyses, equating, test analysis and other aspects of operational work required for score reporting and data interpretation, and to ensure the high quality and the success of the SSAT programs.

- Identify research and measurement-related problems, opportunities and their psychometric implications; Assume primary responsibility for planning, coordinating, and conducting research projects, including initiating proposals, designing the study, conducting analyses, preparing reports and giving presentations to stakeholders.

- Make professional contributions through articles, speeches, seminars, and participation in professional organizations; contribute to research, development, and evaluation of new testing modes, item types, psychometric methods, and technology.

- Serve as a consultant on technical, psychometric and test design issues and statistical processes to SSATB senior managers and clients; respond to requests for data and data interpretation from officers, clients and users.

- Partner Member Services in the design and development of reports and data dashboards produced for families/students and member schools.

- Support the Test Development Group:
  - Prepare psychometric analyses components of reports for item writing workshops or review panel meetings.
  - Train staff in the use of psychometrics in the exam development process.

- Collaborate with and advise the Chief Testing and Research Officer:
  - Design and implement test validity and norming studies.
  - Design and implement research studies for the improvement of the examination programs.
  - Support creation of new examination programs as requested by the executive team.
Qualifications:

- Ph.D. or Ed.D. in educational measurement, educational psychology, social/industrial organizational psychology, statistics or a closely related field or equivalent. Three -five years of relevant experience is preferred
- Demonstrated fundamental concepts and techniques of paired comparison IRT analysis as well as developing, refining, and validating non-cognitive assessments. Ideally experience should include factor analysis of multi-dimensional items, item analysis for situational judgment tests, development of structured interviews or video interviews, or item analysis of personality tests. Preferred background includes an understanding of methods for identification and control of faking behavior during assessments. Preferred background also includes familiarity with evaluating fairness and bias in assessments including DIF and differential prediction.
- Demonstrated fundamental psychometric concepts and techniques such as score equating, scaling, concordance, validity, reliability, factor analysis, item analysis, and so on. Experience in a testing organization is preferred: responsible for statistical analyses including item analyses, equating and score reporting for testing programs
- Demonstrated knowledge of research methodologies such the design of experiments, sampling theory, and field data collection techniques
- Knowledge of statistical analysis software such as SPSS, SAS or R
- Knowledge of commercial IRT software such as Bilog, Winsteps, and Parscale
- Excellent writing skills, preferably demonstrated in either published papers or technical manuals (samples may be requested)
- Strong public speaking skills in the English language
- Demonstrated project management skills and experience

ABOUT SSATB:

SSATB, a nonprofit organization with a diverse global presence, services over 900 private and independent schools worldwide. Its primary service, the Secondary School Admission Test (SSAT), is administered to nearly 70,000 students each year and is used by SSATB member schools to help make critical admission decisions. Our mission is to advance and add value to the private school admission process for schools, students, and families. Located in Skillman, New Jersey less than five miles from downtown Princeton, SSATB offers a competitive benefits package and a friendly and innovative environment in which to work. SSATB is an Equal Opportunity Employer.

TO APPLY:

Candidates who share our passion for excellence are encouraged to send their resume and a cover letter (including salary requirements) to careers@ssat.org. Please reference PCSA2015 in the “subject” line. No phone calls, please.