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ASSESSMENT, REPORTING, AND DATA SUPPORT (AR&D)

Traditional 235 work days

FTE: 1.0

Salary Range: \$63,852- \$77,316

Essential Functions and Objectives:

This position plans and coordinates the implementation of the Colorado Measures of Academic Success (CMAS), the state summative assessment in accordance with the district's assessment plan. This position resides in the Assessment, Reporting & Data Support department and supports teachers, school leaders and central office in understanding the goals of assessment, preparing for assessment, conducting assessments in accordance with state requirements, and using results to improve student achievement. This position will provide training and customer support to school site assessment leaders to ensure successful administration.

- Acquire additional knowledge and skills in psychometric and statistical methods to support CMAS and NAEP operations as needed.
- Assume a lead role in developing and managing the implementation plan rollout for CMAS and NAEP.
- Develop and provide training and staff development in the areas of assessment administration, ethical assessment practices, and the appropriate application of accommodations to ensure valid data capture.
- Work with district, regional, and Colorado Department of Education staff to provide professional development and support to district schools to ensure administration preparedness, e.g. proficiency in using designated online systems to update student test registration data, deliver state assessments and to obtain digital assessment reports.
- Extract and merge student enrollment, demographic and accommodations data from various student information systems for timely test registration.
- Perform rigorous quality control checks to ensure data accuracy and integrity before, during and after testing.
- Conduct analyses of assessment operational data as needed.
- Collaborate with other department staff in the analysis of CMAS and NAEP results.
- Assist Research and Reporting Team in the development or modification of assessment reports.
- Provide tiered assessment support to schools across the district based on risk assessment as needed.

- Assist with the development of training district and school staff in the reporting and use of data from assigned assessments, including a deepened understanding the psychometric properties underlying the CMAS and NAEP assessments.
- Other Duties as assigned.

Knowledge, Experience & Other Qualifications:

- 5+ years of Teaching Experience or experience with Colorado Academic Standards and/or Common Core State Standards.
- At least 9 credit hours in Research, Statistics, Assessment, or comparable quantitative methods preferred.
- Experience with MS ACCESS and knowledge of Excel, SPSS or equivalent statistical package.
- Substantial experience with the management or development of assessments of student achievement.
- Substantial experience analyzing and interpreting assessment data.
- Demonstrated success in leading adult learning, including developing presentations and in presenting complex information to teachers, administrators, or other working professionals.
- Demonstrated success in working collaboratively with other professional staff.
- Excellent oral and written communication skills in English.
- Experience and proficiency with Microsoft Office and Google products (e.g. Word, PowerPoint, Google Docs).
- Experience with the administration and processing of high stakes, online assessments or an equivalent large scale project preferred.
- Experience in item development, item analysis and test form creation preferred.
- K – 12 or higher education teaching experience preferred.
- Bilingual skills in Spanish preferred.
- Ability to develop and present complex information to teachers, administrators, or other adults.
- Ability to successfully manage teams in the execution of complex, time sensitive projects.
- Ability to understand and interpret assessment data.
- Strong understanding of the fundamental assessment concepts (e.g., reliability, validity).
- Valid Colorado Driver's License, appropriate insurance coverage and acceptable driving record for the past three years.

Education Requirements:

- Bachelor's Degree in Education or related field.
- Master's Degree is preferred.

Other information:

About Assessment, Reporting, and Data Support (AR&D):

From former classroom teachers to research analysts, we are a diverse team working to support positive academic outcomes and equity for all students. Some team members serve as a district resource for developing and administering district and state assessments in a multitude of content areas in both English and Spanish. Others analyze and report data, including data to help identify opportunity gaps among historically underserved students. Others focus on research and evaluation designed to impact district strategy, often with an explicit focus on issues of disproportionality. No matter the role, every member of AR&D is committed to providing information and resources that support school leaders, teachers and families in helping every student succeed regardless of their neighborhood or background. Supported by a strong team culture, we take advantage of the work-life balance, generous time off and professional learning opportunities offered by the district as well as all the perks available from working in a thriving city adjacent to the beautiful Rockies.

About Denver Public Schools:

Denver Public Schools is committed to meeting the educational needs of every student with great schools in every neighborhood. Our goal is to provide every child in Denver with rigorous, enriching educational opportunities from preschool through high school graduation. DPS is comprised of nearly 200 schools including traditional, magnet, charter and alternative pathways schools, with an enrollment of more than 90,000 students.

Under the leadership of Superintendent Susana Cordova and guided by the tenets of The Denver Plan, DPS has become the fastest-growing school district in the country in terms of enrollment and the fastest-growing large school district in the state in terms of student academic growth. Learn more at dpsk12.org.

Denver Public Schools is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, age, disability, or any other status protected by law or regulation. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors

