

Kent ISD

Position Description

Title: Assessment Consultant

Classification: Grade 7

Schedule: 215 Days

Reports To: Kelli Campbell

Position Supervises: None

Description:

The work of the Assessment Consultant will be to advocate for and support high quality assessment systems via coaching, consulting, and facilitating individuals/groups. Through this work, the consultant will provide leadership in all aspects of balanced assessment systems; including program planning, progress monitoring, and evaluating impact. The Assessment Consultant will be able to identify evidence-based practice for improving assessment systems and practices and develop these skills with educators.

Specific Tasks and Responsibilities:

1. Lead the design, development, and implementation of balanced systems of assessment that includes district-, school-, and classroom-based assessments that meet the needs of different districts/users and supports different uses of assessment.
2. Lead the selection or development and use of appropriate assessments aligned a district's content standards and curricula, which measure the breadth and depth of the district's content standards; lead others to select or develop such assessments as well.
3. Understand the formative assessment process and how it can be effectively learned and used by teachers, students, and parents/guardians. Support learning to use the formative assessment process by educators at all levels (central office administrators, building administrators, teachers, students, and parents/guardians), based on knowledge of the processes for teachers and their students to learn to use the formative assessment process.
4. Promote the effective use of district, school, classroom, and student assessment information and based on these uses, promote effective reporting of assessment results to students and their parents/guardians, teachers, administrators, local policymakers, and the public.
5. Effectively design and implement sound professional learning opportunities on assessment for and of learning for educators, local policymakers, and others in the district
6. Understand, explain, and advocate for policies that support quality assessment practices and systems.
7. Remain current with federal and state assessment and accountability requirements; translate these demands into suitable district and school policies and procedures (i.e., visionary, appropriate approaches to meeting state and federal assessment and accountability requirements).
8. Other duties and responsibilities as assigned

Qualifications:

1. Valid Michigan teacher certification
2. A strong background that includes training in the areas of K-12 curriculum and assessment data evaluation
3. Knowledge and experience in the development and administration of assessment instruments
4. Knowledge and experience in the data interpretation and instructional change based on that interpretation
5. Master's degree– Preferred
6. Understanding of K-12 state standards and state assessment systems
7. Understanding of various K-12 benchmark assessment systems
8. Understanding of current federal and state accountability systems.
9. Demonstrated leadership and coaching skills
10. Experience facilitating learning in groups of all sizes
11. Must possess excellent organizational skills, technology skills, be detail and team oriented