

JOB DESCRIPTION

Director of Psychometrics and Research

Our client, the leading non-profit, higher education association in the World, seeks to provide leadership on key higher education issues. The Testing Division requires a Director of Psychometrics and Research to be directly responsible for the unit that provides the psychometric research and general research that evaluates selected test, testing program practices and the effects of test use while adhering to professional standards of testing. The position is located in Washington D.C. and reports to the Executive Director.

Responsibilities include, but are not limited to the following*

- (1) directing and monitoring the psychometric activities necessary for the design, implementation, and interpretation of research related to new and ongoing Tests development initiatives;
- (2) defining and directing the research agenda in consultation with an external advisory committee and the Executive Director;
- (3) collecting, analyzing, and interpreting internal and external information and data relevant to the testing program;
- (4) preparing and presenting research reports and publications on the GED Tests and testing program for diverse stakeholder groups;
- (5) representing and promoting the Testing Service and testing program with major national constituents; and,
- (6) ensuring the overall integrity of the testing program research and data.

**(A more detailed description is available to interested candidates upon request).*

Position Specifications:

This is a high-volume, activity-intensive position. The successful candidate will have proven experience in the field of research as well as demonstrated knowledge of testing program practices, and the effects of test use, and the professional standards of testing as described in the American Educational Research Association/American Psychological Association/National Council on Measurement in Education's Standards for Educational and Psychological Testing.

In addition, the successful candidates should have at least five years' experience in comparable position(s) and demonstrate the ability to provide leadership, planning, management, budgetary, analytical, and team-building skills for the Psychometrics and Research Unit. An earned doctoral degree in a related field is required and demonstrated experience completing research studies and preparing and presenting research findings at national and regional higher education meetings and to the general public is preferred. Excellent communication skills and familiarity with databases such as ACCESS, EXCEL, SPSS, and SAS are essential.

The successful candidate will have particular experience in leading and managing new initiatives and demonstrated expertise with creative thinking and problem solving, the ability to conceptualize future direction for research program. The candidate must have a reputation as a high-energy, hands-on researcher and creative thinker.

NOTE: The hiring company has engaged Jack Farrell & Associates (www.jackfarrell.com) to find the winning candidate for this position. Interested candidates should provide a resume by email to joan@jackfarrell.com. Thank you.