

Position Title: VP, Psychometrics
Position Status: Full Time, Professional
Organization: National Center for Competency Testing
Website: www.ncctinc.com
Job Location: Overland Park, Kansas (USA)

Organization Overview

NCCT is a nationally recognized certification organization that has tested more than 250,000 candidates in multiple disciplines since 1989. Psychometric services have been outsourced until now; the incumbent will have some flexibility in determining which responsibilities should be retained in-house and which should continue to be outsourced, making the position somewhat pliable with respect to the individual's strengths and interests.

Position Description

The ideal candidate would lead NCCT in its ongoing efforts to earn accreditation for all its exams, while working with the Board of Testing, Board of Directors, organizational leadership and outside consultants to meet additional strategic goals. Current initiatives include streamlining exam security, adding new functionalities to the current in-house test generation/scoring system, and guiding job analyses in multiple test disciplines.

Essential Job Functions

- Maintain, manipulate and analyze large data sets
- Perform routine psychometric assessments on certification exams/test items
- Conduct various validity activities (e.g. job analysis, pass point and reliability studies)
- Collaborate with the development team to enhance delivery and reporting features
- Produce testing reports for the Board(s), NCCA, and others as required

Qualifications Sought

- Doctorate (preferred) or graduate degree in psychology, industrial or organizational psychology; education degree with an emphasis in psychometrics, measurement and assessment; or an equivalent degree in a related field (e.g. statistics)
- Experience in test development, test item management, and test delivery methods
- Experience with classical test theory, item response theory, test equating, and scaling
- Experience with setting pass points by various methods
- Experience in conducting job analysis, including survey development and analysis
- Experience with psychometric software packages and programming languages commonly used in psychometric work
- Ability to communicate detailed technical information to non-technical stakeholders
- Familiarity with certification testing and NCCA standards preferred

All interested applicants please submit your resume to Kay Bertrand at Kay@ncctinc.com.

Note: The information provided above is intended to indicate the general nature and level of job skills required for this position. It is not a comprehensive inventory of all duties and responsibilities. NCCT is an equal opportunity employer.