



Director of Assessment and Accountability

About the Education Achievement Authority: The Education Achievement Authority is a new statewide school system that will assume operation of the lowest five (5) percent of performing schools in the state of Michigan that are not achieving satisfactory results on a redesign plan or that are under an Emergency Manager. It is designed to provide a new, stable, financially responsible set of public schools that create the conditions, supports, tools and resources under which teachers can help students make significant academic gains. It will first apply to underperforming schools in Detroit in the 2012–2013 school year and then be expanded to include low performing schools throughout Michigan.

JOB TITLE: Director of Assessment and Accountability

REPORTS TO: Deputy Chancellor for Instructional Support and Educational Accountability

SUMMARY of POSITION:

Under the direction of the Deputy Chancellor for Instructional Support and Educational Accountability, the Director of Assessment and Accountability compiles state and federal reports and coordinates data collection and assessment services to impact instructional practices and inform decisions at the student, classroom, school site, district and state levels.

PRIMARY DUTIES AND RESPONSIBILITIES:

The successful candidate should be able to:

- Manage district assessment program including the preparation, design and implementation of the testing program and calendar, test distribution, administration protocols, compliance procedures, and collection and submission of testing materials in accordance with EAA and MDE guidelines.
- Assume responsibility for managing, auditing, compliance with, and submission of all state and federal reports.
- Provide leadership and support to EAA in collecting and analyzing academic performance data to inform decision and overall EAA accountability.
- Research and compile data, prepares analyses and reports, and delivers presentations for the EAA staff, parents, and other stakeholder groups on assessment data and other EAA performance metrics.
- Provide the EAA with a variety of standards-based assessment tools.
- Establish relationships within the Michigan Department of Education, Independent School Districts, schools, principals, and stakeholders, and outside organizations to meet project objectives and articulated needs.

- Prepare publications and reports on behalf of the EAA regarding topics as assigned; researches topics, provides drafts for review by others.
- Perform related duties as assigned.

EDUCATION AND EXPERIENCE:

Minimum qualifications include:

- A Master’s Degree in education or related field; and at least four (4) years of increasingly responsible experience in an educational setting, including assessment and supervisory and administrative responsibilities.
- Proficiency in Excel Pivot table, and SPSS. Experience with SQL preferred.
- Knowledge of--formative, summative and benchmark assessment development and use; knowledge of programs that emphasize the use of integrated assessment data; ability to write performance tasks.
- Working Knowledge of the Michigan Assessment System and Smarter Balanced Assessment Consortium.
- The ability to--formulate, implement and evaluate effective educational programs emphasizing assessment and accountability; identify staff development needs and develop and coordinate such activities; interpret and implement assessment and accountability waivers; communicate orally and in writing; work collaboratively; establish effective working relationships.
- Experience with current assessment programs

FILING DEADLINE: Posted until filled
SALARY: Commensurate with experience.
LENGTH OF WORK YEAR: Twelve (12) Months
EFFECTIVE DATE: Immediately

METHOD OF APPLICATION: **All interested candidates should submit a letter of application and current resume to:**

Dr. H. MiUndrae Prince
 Assistant Chancellor, Human Capital, Equity and Accountability
 Education Achievement Authority of Michigan
 3022 West Grand Boulevard, Suite 14-652
 Detroit, Michigan 48202

By E-mail to mprince@eaaofmichigan.org