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EMPLOYMENT OPPORTUNITY WITH [University of Tübingen](#)

POSTING DATE: 4/3/2024

Job Title

Assist. Prof. f. Methods in Research on Education

FLSA Status (exempt, non-exempt)

exempt

Position Status (full, part-time)

full

Location (city, state)

Tübingen, Germany

Company Name + Description

University of Tübingen, Faculty of Economics and Social Sciences, Hector Research Institute of Education Sciences and Psychology

Position Description

The Faculty of Economics and Social Sciences at the University of Tübingen invites applications for the position of Assistant Professor (W1) for Methods in Research on Education at the Hector Research Institute of Education Sciences and Psychology to commence as soon as possible. The position is initially limited to four years, with the possibility of extension by a further two years after a positive interim evaluation. The chosen candidate will specialize in quantitative research methods within the field of research on education. This includes expertise in areas such as psychometrics, machine learning/learning analytics, causal inference, or randomized field studies. The chosen candidate is expected to actively contribute to creating a modern vision of research on education and its implementation at the institute. Close interdisciplinary collaboration with members of the LEAD Graduate School & Research Network, as well as the Tübingen Center for Digital Education at the University of Tübingen, is essential for this position. In addition, the establishment and maintenance of international partnerships are also explicitly desired. The professorship will be involved in the following study programs: Bachelor and Master of Education Sciences and Psychology, Bachelor of Education and Social Work/Adult Education, and training of students in teaching-degree programs (Lehramt). In addition, the chosen candidate will be closely involved in training doctoral candidates affiliated with the institute and/or the LEAD Graduate School & Research Network. The position has a teaching load of four hours per week prior to interim evaluation and six hours thereafter. Required qualifications include a very good doctorate in a pertinent field (psychology, education science, or a related discipline such as statistics, computer science, or machine learning), potential for internationally acclaimed publications in leading international peer-reviewed journals and third-party funding, as well as teaching experience. The appointment prerequisites of § 51 LHG apply. In the course of the contract, the W1 professor is expected to attain the research and teaching achievements that will qualify him or her for an appointment as a tenured professor at any university or equivalent institution (Habilitation). Those who have completed a habilitation will be excluded. Detailed information on the criteria for the interim and final evaluations may be found in our guidelines for review under the following link: <https://uni-tuebingen.de/en/134275#c1990911>. The University of Tübingen is committed to equal opportunity, diversity and inclusion. Female scientists, in particular, are explicitly invited to apply, as are applicants from outside Germany. Applications from equally qualified candidates with disabilities will be given preference. General information on professorships, hiring processes, and the German academic system can be found here: <https://uni-tuebingen.de/en/213700> Applications must be submitted via the application portal of the University of Tübingen <https://berufungen.uni-tuebingen.de> by May 1, 2024. Formal inquiries can be directed to Ms. Sonja Neubauer (dekanat@wiso.uni-tuebingen.de) and inquiries relating to the content of the professorship to the Dean Prof. Dr. Ansgar Thiel (dekan@wiso.uni-tuebingen.de).

Essential Job Functions

Research and Teaching

Qualifications Preferred (years of experience, education level etc.)

Required qualifications include a very good doctorate in a pertinent field (psychology, education science, or a related discipline such as statistics, computer science, or machine learning), potential for internationally acclaimed publications in leading international peer-reviewed journals and third-party funding, as well as teaching experience.

How to Apply

<https://berufungen.uni-tuebingen.de>

EMPLOYMENT OPPORTUNITY WITH [NBME](#)

POSTING DATE: 4/3/2024

Job Title

Visiting Scholar: Formative Assessment & Feedback

FLSA Status (exempt, non-exempt)

Exempt

Position Status (full, part-time)

Full or Part-Time

Location (city, state)

Philadelphia, PA - Remote Friendly

Company Name + Description

About NBME: NBME offers a versatile selection of high-quality assessments and educational services for students, professionals, educators, regulators and institutions dedicated to the evolving needs of medical education and health care. To ensure our assessments meet the highest standards of quality, stay relevant and align to the current curriculum in medical schools and training programs, we rely on a wide network of collaborators. These include the volunteers who help develop our exam questions, the committees and panels who represent various groups within the medical education community, external researchers and health profession organizations. We are committed to meeting the needs of educators and learners globally with assessment products and expert services such as NBME® Subject Examinations, Customized Assessment Services, Self-Assessments, the International Foundations of Medicine® Program and Item Writing Workshops. Together with the Federation of State Medical Boards, NBME develops and manages the United States Medical Licensing Examination®, which measures the ability to apply knowledge and skills that form the basis of safe and effective patient care. Our Competency-based Assessment unit is focused on new methods as well as the optimization of assessment in the workplace and education. As a result of leadership in ongoing research, innovative measurement practices and the exploration of forward-thinking assessment modalities and improvements, NBME advances assessment science. Our grant and funding opportunities further support this dedication to medical education and assessment science. We help develop the next generation of assessment professionals through our Summer Psychometric Internship Program. Through the Stemmler Fund, Strategic Educators Enhancement Fund and Latin America Grants Program, researchers and educators can continue to improve the assessment of health care professionals around the world. NBME views diversity, equity and inclusion (DEI) as foundational and enduring to our strategy and vision. We continue to focus on ensuring that our DEI work is impactful and ingrained in everything we do, including with our staff, culture, products and services, the Philadelphia community and the broader medical education landscape. Our commitment manifests in our hiring and staff development, recruitment for committees, grants programs, design and review of our assessments, and involvement in our local and national communities. Learn more about NBME at [NBME.org](#). The NBME offers competitive salaries, excellent benefits, and a rewarding work environment. Excellent Benefits include: Healthcare, Dental, Prescription, and Vision plans; 401(k) w/match, Tuition Reimbursement Plan, Commuter Benefit: Public Transit or Parking options. Remote Friendly Workplace. NBME is an equal opportunity employer as defined by the EEOC.

Position Description

NBME invites applications for a year-long visiting scholar position (remote; flexible scheduling; part-time options available) focused on formative assessment and feedback. The successful candidate will contribute to advancing medical education by working with NBME staff to explore innovative approaches to formative assessment, enhancing learner feedback, and promoting evidence-based practices. This role has been designated as primarily remote, meaning it requires little to no onsite attendance. While this role can be designated as remote, you are offered the flexibility to select if you prefer to work primarily remotely, hybrid, or onsite. We're open to considering candidates in the following states: PA, NJ, DE, MD.

Essential Job Functions

Research and Development Consultant and Subject Matter Expert (SME):

- Serve as a SME on NBME research initiatives on formative assessment methodologies, tools, and best practices.
- Collaborate with NBME researchers to develop novel approaches for assessing medical school learners' competencies using a formative approach.
- Investigate and provide consultation on feedback mechanisms that enhance student learning outcomes.
- Contribute to the establishment of guidelines and best practices for formative assessment and feedback at NBME.

Professional Development:

- Lead professional development opportunities (e.g., workshops) for NBME staff.
- Identify seminal articles and resources in formative assessment and feedback.
- Collaborate on a literature review on formative assessment and feedback models with an emphasis on medical education.

Integration with Medical Education:

- Work closely with NBME teams to develop strategies to align formative assessment and feedback framework with medical curricula.
- Serve as a consultant on the design and implementation of formative assessment tools that align with learner needs.
- Explore ways to eliminate bias in formative assessment practices and provide equitable opportunities in the health professions.

Collaboration and Dissemination:

- Engage with NBME staff and the medical education community through conferences, workshops, and collaborative initiatives.
- Publish research findings in peer-reviewed journals and contribute to educational resources.

Qualifications Preferred (years of experience, education level etc.)

- Ph.D. or equivalent in a relevant field (e.g., educational measurement, learning sciences, medical education, psychology). - Minimum of 10 years applicable experience - Expertise in formative assessment and feedback research with a track record of scholarly contributions. - Strong communication skills to collaborate effectively with diverse stakeholders. - Experience in formative assessment design and evaluation with notable contributions to applied settings.

How to Apply

<https://nbme.applicantpro.com/jobs/>

EMPLOYMENT OPPORTUNITY WITH [FINRA](#)

POSTING DATE: 3/25/2024

Job Title

Principal Psychometrician

FLSA Status (exempt, non-exempt)

exempt

Position Status (full, part-time)

Full Time

Location (city, state)

Rockville, MD / Jersey City, NJ / Woodbridge, NJ / Washington, DC / New York, NY

Company Name + Description

FINRA

Position Description

Provide measurement services in support of testing and continuing education programs and ensure that these programs employ valid, reliable assessments and comply with testing industry standards. Perform routine activities in one or more of the following areas: job/practice analysis, item analysis/calibration, forms/pool assembly, standard setting, and data forensics. Contribute to ad hoc analyses and research projects to improve program quality.

Essential Job Functions

Perform routine psychometric analyses on the performance of examinations and continuing education programs using Classical Test Theory, Rasch Measurement, and Item Response Theory. Manipulate, analyze, and maintain large data sets. Document results of examination and continuing education analyses. Conduct measurement activities in support of job analysis studies, test specification validation, standard setting, and test security. Perform quality control checks of scoring processes for both computer-delivered and paper-and-pencil test administrations. Conduct ad hoc analyses as directed by senior staff and management. Assist with the development of requirements and user acceptance testing for test-generation, scoring, and statistical systems. Serve as a resource to other staff on assessment, psychometric, and measurement matters including usage of FINRA's proprietary item banking and test delivery system. Keep abreast of new developments in measurement theory and application. Identify developments that may enhance test delivery, exam construction, and/or psychometric methods. Contribute to research efforts with direct application to FINRA and client programs

Qualifications Preferred (years of experience, education level etc.)

3 years and a Master's Degree preferred

How to Apply

https://finra.wd1.myworkdayjobs.com/FINRA/job/Rockville-MD-Job-Posting/Principal-Psychometrician_R-007534

EMPLOYMENT OPPORTUNITY WITH [Westat](#)

POSTING DATE: 3/25/2024

Job Title

Lead Education Research Associate-Data Analyst

FLSA Status (exempt, non-exempt)

Exempt

Position Status (full, part-time)

Full Time

Location (city, state)

Rockville, Maryland

Company Name + Description

Westat is an employee-owned corporation providing research services to agencies of the U.S. Government, as well as businesses, foundations, and state and local governments. Westat's research, technical, and administrative staff of more than 2,000 is located at our headquarters in Rockville, Maryland, near Washington, DC. Westat is committed to building a diverse workforce and a culture of inclusivity, belonging and equity for all. We believe that our greatest strength draws on the different backgrounds, cultures, perspectives and experiences of our employees. Westat is an Equal Opportunity Employer and does not discriminate on the basis of race, creed, color, religion, sex, national origin, age, veteran status, disability, marital status, sexual orientation, citizenship status, genetic information, gender identity or expression, or any other protected status under applicable law.

Position Description

Job Summary: Westat is seeking a Lead Education Research Associate-Data Analyst to work closely with a multidisciplinary research team conducting education research and evaluation projects. In this role you will use your excellent analytic and communication skills and strong attention to detail to support Westat's project work. This position is remote based. Occasional visits to our Rockville, Maryland office is encouraged.

Essential Job Functions

Job Responsibilities: • Provide technical support to project staff by working with statisticians and overseeing programmers on education research. • Write programming specifications for cleaning of administrative data and data analysis. • Develop restricted-use files and documentation. • Check data fields, web programming specifications, and data from online surveys. • Coordinate with statisticians to review sampling and weighting plans. • Conduct quality control for data deliverables. • Assist in developing analysis plans. • Contribute to report writing. • Contribute to proposals for new projects.

Qualifications Preferred (years of experience, education level etc.)

Basic Qualifications: • A Master's degree in a social science field (e.g., economics, public policy, sociology, education, psychology) and 5 years of relevant experience. • Experience working with large-scale data sets and conducting statistical analyses with software packages (e.g., R, SAS, or Stata). • Experience working with longitudinal student-level education K-12 data sets. • U.S. Citizenship is required by contract. Preferred Qualifications: • Basic knowledge of sampling and weighting. • Training in research methods. • Experience working with large-scale federal education K-12 data sets, such as EDFacts, Common Core of Data, Consolidated State Performance Reports, or Civil Rights Data Collection. Other Required Qualifications: • Demonstrated communication skills. • Collaboration with teams, managers and/or clients. • Organization skills, including time management ability. • Detail oriented.

How to Apply

To apply, go to <https://www.westat.com/careers> or click on:

https://sjobs.brassring.com/1033/ASP/TG/cim_jobdetail.asp?partnerid=82&siteid=5197&AReq=26741BR

EMPLOYMENT OPPORTUNITY WITH [Clemson University](#)

POSTING DATE: 3/25/2024

Job Title

Chair, Dept. of Education and Human Development

FLSA Status (exempt, non-exempt)

Exempt

Position Status (full, part-time)

Full time

Location (city, state)

Clemson, SC

Company Name + Description

Clemson University About the Department of Education and Human Development: The Department of Education and Human Development is a state and national leader in addressing issues within schools and communities, offering programs in counseling, learning sciences, literacy, and special education. The Department prepares professionals to provide exemplary leadership and educational services to improve outcomes for all persons, with an emphasis on underserved schools and communities. Acting as a leader in the state and the nation, the Department addresses issues within schools and communities by delivering outstanding practitioner preparation programs, conducting high-quality research that informs policy and practice, and enhancing outreach and advocacy through collaborative partnerships. The Department endorses education as the foundation through which all persons are empowered to live healthy, fulfilling, and productive lives. Education Researchers Partner with Rural Schools to Make Computer Science Accessible and Fun Education researchers will use a more-than-\$950,000 award from the National Science Foundation (NSF) to partner with rural schools in South Carolina to make computer science fun and accessible to middle school students and those with learning disabilities and emotional/behavioral disorders. About the College of Education: U.S. News and World Report has again ranked the Clemson University College of Education as the #1 online graduate program in the nation. The College of Education is committed to improving education, beginning at birth. With a focus on working with underserved schools and communities, the College has award-winning programs that prepare highly-qualified teachers, counselors, and school leaders for P-12 schools; prepare counselors for community and school-based practice; train higher education student affairs leaders; and prepare leaders and training and development specialists for business, government, nonprofits, and industry. Students are equipped for careers and lives that make a difference. Participating in innovative efforts as part of Clemson's land-grant mission to serve the state of South Carolina and beyond, the College of Education has continued to successfully develop initiatives that respond to today's educational landscape, as evidenced in the 2023 Annual Report. About Clemson University: Established in 1899 through the will of the founder, Thomas Green Clemson, and one of the most productive public research universities in the nation, Clemson University enrolls over 27,000 students across the State of South Carolina and has an endowment of over \$1 billion. The University operates Extension offices in every county of the state and has five Innovation Campuses and six Research and Education Center locations. Classified as an R1 — Very High Research University by the Carnegie Classification of Institutions of Higher Education — Clemson is dedicated to teaching, research, and service. The main campus, located in Upstate South Carolina, sits on 1,400 acres in the foothills of the Blue Ridge Mountains, along the shores of Lake Hartwell. Through the research, outreach and entrepreneurial projects led by faculty and students, Clemson University is driving economic development and improving quality of life in South Carolina and beyond. The University provides bachelor's, master's and doctoral degrees in more than 100 majors through nine academic colleges: Agriculture, Forestry and Life Sciences; Architecture, Art and Construction; Arts and Humanities; Behavioral, Social and Health Sciences; Business; Engineering, Computing and Applied Sciences; Education; Science and Veterinary Medicine.

Position Description

Clemson University seeks a Chair, Department of Education and Human Development Click here to view position profile: https://summitsearchsolutions.com/wp-content/uploads/2024/03/Clemson_Dept_Chair_EHD_Profile.pdf
Location: Clemson, South Carolina The Position: As an accomplished and visionary academic leader, the Chair of the Department of Education and Human Development is primarily responsible for providing leadership and support to ensure quality, growth, and innovation in the department's teaching, scholarship, public service, and undergraduate and graduate programs. The preferred start date for the position is July or August 2024; however, a start date of January 2025 will also be considered. The successful candidate's record would merit tenure at the rank of Full Professor in the College at the time of appointment or demonstrate a professional appointment consistent with appointment as Full Professor with tenure in the Department of Education and Human Development. Consistent with Clemson University's public, land-grant mission, the College of Education is especially focused on serving underserved schools and communities. The successful candidate will have demonstrated experience leading and engaging an accomplished, multi-disciplinary faculty committed to fulfilling this mission through research, teaching, and public service. Salary is competitive and commensurate with experience and qualifications. Department chairs are formally evaluated through the process described in Clemson's Faculty Manual.

Essential Job Functions

Responsibilities:

- Articulate a vision for the department by nurturing and building consensus with faculty, staff, and external stakeholders.
- Lead the implementation of the department's strategic plan in alignment with the college's strategic plan and the university's strategic plan, Clemson Elevate.
- Supervise the department's portfolio, including course and program curriculum, scheduling, faculty workload, and research and public service.
- Develop budgets in concert with the Dean and leadership team and allocate such funds for infrastructure and strategic purposes.
- Recruit, mentor, retain, and annually evaluate departmental faculty and staff.
- Oversee faculty hiring, reappointments, tenure and promotion, and termination.
- Provide leadership in student recruitment, student advising, and student placement.
- Mentor and support the professional growth and development of departmental faculty, staff, and doctoral students.
- Manage administrative staff effectively with an understanding of the University's policies and how staff's expectations, experiences, and career objectives differ from faculty in terms of performance, evaluation, and feedback.
- Create an inclusive and productive department culture.
- Ensure faculty participation in annual program reporting, internal and external program review, and unit-wide accreditation with CAEP (unit-wide) and CACREP (counselor education program specific).
- Arrange meetings of the departmental faculty; meet with the departmental advisory committee and appropriate constituent and advisory groups for the disciplines.
- Represent the department on the college's leadership team and the university's Organization of Academic Department Chairs (OADC).
- Collaborate with the department chairs of Educational and Organizational Leadership Development (EOLD) and Teaching & Learning (TL) and associate deans in the college.
- Serve as the liaison between the department and the offices of Marketing and Communications, Undergraduate Studies, Graduate Studies, Assessment and Accreditation, and Field and Clinical Outreach and Partnerships.
- Identify trends and challenges in education and be able to formulate plans to address these trends.
- Work with relevant organizations and cultivate

partnerships to enhance programs, research, and public service. • Engage in teaching and/or advising graduate students. • Engage in research, publication, external funding, and other scholarly activities. • Perform other duties as assigned by the Dean.

Qualifications Preferred (years of experience, education level etc.)

Qualifications: • Earned doctorate in any of the academic disciplines of the College. • Record of scholarship supporting tenure eligibility at the rank of Full Professor in Clemson University's College of Education. • Academic and professional experience among these skills/competencies: o in academic administration (e.g., academic program leader and/or department chair) o with funded grants and publication o with undergraduate and graduate programs o with curriculum development, innovative teaching methods, instructional design for various settings (e.g., online and hybrid), and assessment o with field and clinical placement o in program assessment and accreditation o in effective oral and written communication skills o in collaboration with others in a team-oriented environment o in a dynamic work environment incorporating multiple tasks and adjusting to issues as needed o with a commitment to fostering a diverse and inclusive professional environment Preferred Qualifications: • Experience increasing extramural funding and scholarly output. • Experience designing innovative programs, including online and hybrid or hybrid teaching/learning models. • A record of scholarship, outreach, and leadership in areas of strategic importance, including: Rural Education, Early Childhood Education, Counselor Education, Reading/Literacy Education, Special Education, Learning Sciences, and/or STEM Education (including AI, VR, multimodal/digital literacies, computational thinking, or robotics). • Demonstrated commitment and experience working with underserved communities and diverse populations; promoting inclusive excellence evident in teaching approaches, research initiatives, and service activities.

How to Apply

To Apply: Clemson University, in consultation with Summit Search Solutions, Inc., will begin a confidential review of application materials immediately and continue until the position is filled; parties who apply by April 7, 2024, will be given first consideration. Please submit a CV/resume, letter of application addressing leadership qualifications, and graduate transcripts (unofficial copies are acceptable) upon application. All applications and nominations will be held in confidence. To apply online, click: <http://apply.interfolio.com/141451> For more information or to offer recommendations or nominations: Andrea Martinez Senior Consultant Summit Search Solutions, Inc. Direct: (919) 357-8766 amartinez@summitsearchsolutions.com Clemson University is an AAO/EO employer and does not discriminate against any person or group on the basis of age, color, disability, gender, pregnancy, national origin, race, religion, sexual orientation, veteran status or genetic information. Clemson University is building a culturally diverse faculty and staff committed to working in a multicultural environment and encourages applications from minorities and women.

EMPLOYMENT OPPORTUNITY WITH [NCSBN](#)
POSTING DATE: 3/1/2024

Job Title

Psychometrician, Measurement and Testing, Examinat

FLSA Status (exempt, non-exempt)

Exempt

Position Status (full, part-time)

Full-time

Location (city, state)

Chicago, IL

Company Name + Description

National Council of State Boards of Nursing

Position Description

POSITION TITLE: Psychometrician, Measurement and Testing, Examinations STATUS: Full time / Exempt LOCATION: Chicago, Illinois (Hybrid: 2 days/week on-site, 3 days/week remote) ABOUT NCSBN The National Council States Boards of Nursing (NCSBN) is an independent, not-for-profit organization through which nursing regulatory bodies act and counsel together on matters of common interest and concern affecting public health, safety and welfare, including the development of nursing licensure examinations. Our mission empowers and supports

nursing regulators in their mandate to protect the public. **JOB SUMMARY** We are seeking to fill a Psychometrician opening in our Examinations department. Position title (i.e., Psychometrician II or Senior Psychometrician) and corresponding level of responsibility will be dependent upon experience. The Psychometrician position will coordinate operational examination development activities related to psychometrics, psychometric aspects of major projects (e.g., practice analysis and standard setting), and research projects concerning the performance of NCSBN examinations and possible improvements. Candidates will require at least intermediate programming skills in R, Python and/or SAS with experience in writing reusable code for operationalization of psychometric processes. They will also require a knowledge and understanding of XML or JSON. This role is an exciting opportunity for an individual looking to deepen their psychometric skillset, while working for an organization committed to advancing nursing regulation and policy worldwide!

Essential Job Functions

- Work closely with senior staff to conduct all aspects of research and operational work on psychometric tasks (e.g., data reconciliation, practice analysis, standard setting, DIF, IRT item calibration, scoring, etc.) for large-scale testing programs.
- Work collaboratively with managers, colleagues, and cross-functional teams to deliver high-quality results on time, while also being a strong advocate of effective teamwork.
- Demonstrate professional writing skills in preparing technical reports and related documents, as well as professional presentation skills with varying degrees of psychometric knowledge.
- Facilitate or supervise psychometric panels (e.g. Standard Setting, DIF, etc.).
- Conduct research and propose solutions to current/future psychometric problems and program development.
- Develop computer programs to automate the evaluation and improve psychometric tools, supporting on-going operational work and the development of new products.
- Performs other duties as assigned.

Qualifications Preferred (years of experience, education level etc.)

- PhD in educational measurement and testing, psychometrics or related field with at least 3 years' experience in large scale testing, experience in adaptive testing preferred. Additional years of experience (>5 years) will be required to be considered for a senior-level position.
- Able to take direction from senior/manager to achieve program goals and operational tasks with little oversight.
- Familiarity with IRT models and adaptive testing.
- Proficiency in R and SAS programming is necessary, experience with Python and a willingness to learn R/SAS during the first year is acceptable.
- Experience with data visualizations or dashboard development is necessary, experience with RShiny, HTML5, Javascript, Dremio, or PowerBI is preferred.
- Experience with managing and working with large datasets.
- Strong attention to detail and a commitment to data integrity.
- Excellent organizational skills and able to handle multiple projects simultaneously.
- Excellent written and oral business communications skills.
- Strong analytical, problem-solving, and decision-making skills.
- Able to deliver on timelines related to projects.
- Travel Requirements: Less than 10% of total time including attendance at conferences and client meetings.

How to Apply

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=03db93ed-1b1c-4447-805d-a674958c23e6&ccId=19000101_000001&jobId=486170&lang=en_US

EMPLOYMENT OPPORTUNITY WITH [NCSBN](#)

POSTING DATE: 2/12/2024

Job Title

Exam Publishing Associate I, Examinations

FLSA Status (exempt, non-exempt)

Exempt

Position Status (full, part-time)

Full-time

Location (city, state)

Chicago, IL

Company Name + Description

National Council of State Boards of Nursing

Position Description

POSITION TITLE: Exam Publishing Associate I, Examinations STATUS: Full time / Exempt LOCATION: Chicago, IL (Hybrid: 2 days/week on-site, 3 days/week remote) ABOUT NCSBN The National Council States Boards of Nursing (NCSBN) is an independent, not-for-profit organization through which nursing regulatory bodies act and counsel together on matters of common interest and concern affecting public health, safety and welfare, including the development of nursing licensure examinations. Our mission empowers and supports nursing regulators in their mandate to protect the public. **JOB SUMMARY** We are seeking a talented exam publishing professional to join our Examinations team. The ideal candidate will bring value to the team by assisting the test development services related to the Examinations Department. Reporting to the Exam Development Manager, the Exam Publishing Associate I will assist in the test development and publication processes for all NCSBN examinations, as well as assist in facilitating a collaborative relationship between NCSBN and the test vendor. This role is an exciting

opportunity for an individual with established test development experience who is looking to expand their assessment publication skill sets, while working for an organization committed to advancing nursing regulation and policy worldwide!

Essential Job Functions

RESPONSIBILITIES • Leads NCSBN examination publishing activities to ensure all exams are delivered according to exam specifications. Responsible for quality control of exam publications. • Develops and maintains NCSBN standardized publication practices, including exam publication schedules with the test vendor. • Supports the Test Development team to ensure item bank assessments reflect the availability and allocation of items to meet pool publication needs. • Collaborates across teams, engage in effective communication, and provide expert input to ensure Examination Department success. • Enhances exam publication expertise by staying abreast of modern exam publication trends and industry-standard approaches. • Performs other duties as assigned.

Qualifications Preferred (years of experience, education level etc.)

QUALIFICATIONS • Bachelor's degree required. • Minimum of 5 years of test development and 2 years of assessment publication experience. • Excellent written and verbal communication skills and have demonstrated ability to present material to and facilitate various groups. • Must be detail-oriented. • Ability to manage competing priorities to adhere to deadlines. • Project management skills are a plus. • Technology/Software Skills: Strong familiarity with the Windows operating system; E-mail including attachments and hyperlinks; collaboration tools (e.g. Teams, Zoom), Microsoft Office Proficiency (specifically Excel, Word, and PowerPoint); familiarity with commonly used database tools, Html language and QTI file format.

How to Apply

TO BE CONSIDERED Interested candidates must submit their resume as soon as possible to NCSBN's job posting website at: https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=03db93ed-1b1c-4447-805d-a674958c23e6&cclid=19000101_000001&jobid=483900&lang=en_US The National Council of State Boards of Nursing (NCSBN) is an equal employment opportunity employer. Decisions affecting employment are considered without regard to disability, race, color, religion, gender, national origin, age, genetic information, military or veteran status, sexual orientation, marital status or any other protected characteristic.
