

Position Posting

Team Leads– Georgia Milestones Assessments

The Georgia Center for Assessment, part of the College of Education at the University of Georgia, seeks to hire qualified team leads for the scoring of the Georgia Milestones assessments, beginning in spring 2016.

Content knowledge in either mathematics or English language arts is preferred.

Minimum Qualifications:

Bachelor's degree in Education or related field; three years of experience in scoring assessments, or other education- related field.

Preferred Qualifications:

- At least three years of experience scoring performance assessments with excellent levels of accuracy
- Experience training and conferencing with evaluators
- Experience with a variety of evaluator proficiency reporting methods
- Experience working with scoring supervisors to provide timely, appropriate feedback to evaluators.

Knowledge, Skills, Abilities and/or Competencies required to successfully perform work

- Success in adhering to standard processes and project timelines to ensure that scoring deadlines are consistently met
- Experience in training and supervising other employees within a scoring environment
- Excellent motivational and people skills, and possess the ability to work with evaluators from a wide variety of backgrounds, experiences and personality types
- Must be adaptable and able to work efficiently in a very fast-paced scoring environment
- Will be expected to score assessments in addition to fulfilling team lead responsibilities

When Milestones scoring is not being conducted, qualified candidates may serve related roles within the Georgia Center for Assessment:

- Scoring of practice assessments
- Assist in development of new performance assessments

While knowledge and experience in all of these related roles is not required, experience in at least one of these roles is.

Technical Requirements:

- Familiarity with Microsoft Office products.
- Familiarity with the conventions of web browsers and the Internet.
- Ability to use a computer and mouse, and view a computer screen, for long periods of time.

Physical Requirements:

- Ability to sit at a computer for long periods of time.
- Ability to occasionally lift up to 30lbs as needed.