

1. Job Title: Research Officer-Instrument Development –
English/Maths/ Biology

Responsible to Senior Research Officer- Instrument Development, NAPE
Responsible for Ad-hoc support staff (ID)

2. Salary Scale EB 5

3. Purpose of the Job

To develop the specific subject items and test instruments for assessment of learners' achievement in selected classes at the Secondary Education level under National Assessment of Progress in Education.

4. Main Duties and Responsibilities

- Conducting analyses of Uganda Secondary Schools in the specific subject curriculum and defining constructs and competencies.
- Developing content frameworks, test frameworks, and item specifications to guide the construction of items in the specific subject.
- Identifying and suggesting suitable teachers for training in the development of assessment items in the specific subject.
- Leading the construction and paneling of items for the specific subject and preparing them for pretesting.
- Coordinating and leading the scoring of items and instruments following prescribed procedures.
- Leading the review of pretest items against analysis results to determine their usability in an instrument for the specific subject.
- Using analyzed and performing pretest items to compile a final instrument for the specific subject.
- Contributing to the writing of reports on learners' achievement in the specific subject.

5. Key Performance Indicators

- Defined constructs and competencies for the specific subject.
- Content frameworks, test frameworks and item specifications for the specific subject.
- Constructed items for the specific subject.
- Scorers' report on the specific subject pretested items.
- Final assessment instruments for the specific subject.
- Report on the review of the specific subject items against analysis results.
- Banked items for the specific subject.
- Scorers' report on final assessment instruments for the specific subject.

6. Key Decision Making

- Defining sub-tasks
- Arrangements for workshops
- Form and content of reports.

- Items for banking

7. Person Specifications

(i) Academic/Professional Qualifications

Hons Bachelor's degree with a professional teaching qualification of a Post Graduate Diploma in Education (PGDE) majoring in the specific subject of English/Maths/Biology **OR** Hons Bachelor's degree in the Specific Subject.

Work Experience

- At least 3 years' experience in educational assessment work, related to Test Development/Item Development in the specific subject.

(ii) Skills/Competencies/Attributes

- Examiner/Moderator skills.
- Curricula interpretation abilities
- Numerical Analytical skills
- Good interpersonal relations and collaborative skills
- Word processing, spreadsheets and database computer applications
- Technical report writing abilities
- High degree of integrity and confidentiality.

8. Age Limit: Not more than 45 years old.

9. Terms of Service: Permanent