

## PSYCHOMETRIC ASSOCIATE

### Careers at ACS

ACS Ventures, LLC (ACS) was formed to address a need in the assessment community for evaluation, operational support, and quality assurance that bridges theory and practice. These needs are inclusive of program and assessment design, policy, and practice in the credentialing and education sectors. ACS is committed to applying its experience to assist our client-partners with designing and implementing practical solutions that support validity, reliability, and fairness of assessment programs. Team members at ACS have an opportunity to apply their knowledge and skills in a variety of settings, lead projects, collaborate with colleagues, and meaningfully contribute to a growing organization. ACS is committed to a diverse workplace and operates a hybrid office environment with staff members in California, Kansas, Nebraska, Nevada, New York, Ohio, and Tennessee working from home offices and onsite for in-person projects.

### Psychometrics at ACS

ACS takes a holistic view of psychometrics and the related processes; hint: it's more than just data analysis! Psychometric Associates at ACS are responsible for leading, contributing to, organizing, managing, implementing, and documenting activities for a variety of activities, including program evaluation, practice/job analysis, content development, psychometric analysis, standard setting, and custom validity studies. A Psychometric Associate will have the opportunity to collaborate directly with clients and colleagues about appropriate methods and communicate processes and results to diverse groups of stakeholders. This will also include contributing to internal infrastructure and processes, and advising leadership, internal staff, and stakeholders regarding current measurement theory and assessment development and validation practices. ACS supports professional development for all staff members. Therefore, Psychometric Associates are expected to engage in ongoing learning and execute a plan for contributing to the industry through research and service.

### Qualifications

- Masters in Psychometrics, Educational Psychology, Organizational/Industrial Psychology, or closely related field.
- Three or more years of applied experience with credentialing and/or educational assessment programs.
- Experience with designing, facilitating, and documenting assessment development and validation activities.
- Experience performing psychometric analysis and using results to improve assessment programs.
- Commitment to professional development and dissemination through presentations or professional publications.
- Experience and ability to work in a virtual environment including use of online meeting software (e.g., Teams, Zoom).
- Experience communicating technical concepts in written and oral modes to diverse audiences.

- Proficiency with Microsoft Office 365 software including Excel, Outlook, PowerPoint, Sharepoint, and Word.
- Working knowledge of, and experience with, data analysis software (e.g., Excel, IRT Pro, R, SAS, SPSS, Winsteps).
- Up to 30% travel.

## Salary and Benefits

- Anticipated salary range is \$70,000-\$90,000.
- Health, dental, and vision insurance offered.
- 401(k) with company match and opportunities for bonus and profit sharing.
- Support for professional development.
- Flexible vacation policy.

## Application Submission

To apply, submit a cover letter and curriculum vitae to [careers@acsventures.com](mailto:careers@acsventures.com)