

Item Writer

Lidget Green, Inc.

Our company delivers secure, cost-effective assessment services to educators, businesses and governments, worldwide. We believe that life-changing decisions based on assessments must be made from fair, accurate and valid tests. Our job is to ensure this outcome for all our clients.

We are seeking independent contractors to participate in project work for educational assessments in all subject areas, for all age levels.

Position summary:

Responsible for sourcing test passages, writing original test passages, and/or crafting test questions for use in educational assessments.

Responsibilities may include:

- Identifying existing passages appropriate for use in tests according to client specifications.
- Researching and writing passages or stimuli according to published standards and client specifications.
- Developing multiple-choice, selected-response, constructed-response and computer-based items as well as performance tasks according to published standards and client specifications.
- Writing rubrics, sample responses and distractor/option rationales (for multiple-choice items) according to published standards and client specifications.
- Assisting in preparation of supplementary project materials as needed, including administration instructions, administration manuals, etc.

Qualifications:

- Bachelor of Arts or Bachelor of Science in education or assessment.
- Course work or training in assessment.
- One or more years demonstrable experience in professional item writing, reviewing, and/or test development.
- Two or more years teaching experience at the K-12 level (for K-12 projects) or the adult level (for adult learner projects).
- One or more years overseas teaching experience for ESL/EFL item writers.
- Demonstrated knowledge and application of assessment principals.
- Familiarity with national and/or state curriculum standards, especially the Common Core Standards (for K-12 projects) or the CEFR (for ESL/EFL projects).
- Excellent written communication skills.

- Proficiency with Microsoft Office programs.
- Foreign language learning experience for ESL/EFL item writers preferred.

Apply Now

For consideration and/or details of the tasks, please send a detailed resume to hr@lidgetgreen.org. You may also apply online at www.lidgetgreen.org click through to “Join our Team” and reference “Item Writer.”