



New Mexico State Personnel Office

2600 Cerrillos Road
Santa Fe, New Mexico 87505-0127

Classification Description

PUBLIC EDUCATION DEPARTMENT CHIEF STATISTICIAN

<u>Class Title</u>	<u>Class Code</u>	<u>Pay Band</u>	<u>Alt Pay Band*</u>
Public Education Dept. Chief Statistician	X50422	90	

**In accordance with SPB Rule 1.7.4.10 NMAC, the assignment to alternative pay bands shall be reviewed annually to determine their appropriateness.*

Occupation Description

Directs the Statewide School and District Accountability System which measures student growth and attainment of academic goals and evaluates the effectiveness of schools and their districts in order to increase student proficiency in academic content, school attendance, high school graduation, college enrollment and completion of college credits. Also is responsible for evaluating the student performance portion of teacher evaluation system.

Nature of Work

The Public Education Department (PED) Chief Statistician ensures that the State's Accountability System meets the requirements of federal laws and state statutes. Incumbents in this classification direct the overall operations of the Academic Growth and Analysis Bureau by providing leadership, oversight and expertise.

Distinguishing Characteristics

Note: The omission of specific statements does not preclude management from assigning other duties which are reasonably within the scope of the duties.

- Directs the research, data analysis and statistical reporting functions of the New Mexico Student Educational Assessment Program and the New Mexico Accountability System which reports test results used to rate schools and districts on their yearly progress.
- Oversees the development and improvement in the quality of the State's Accountability System to ensure that integrity of data and accountability determinations meet the requirements of the Elementary and Secondary Education Act and State Statute.
- Directs the development and implementation of strategies and protocols to collect and analyze measures of student, school, district and state performance in reading, language, arts, mathematics, science, writing, social studies as well as graduation and attendance rates for federal and state reporting.
- Designs and implements advanced statistical models, graphs and tables to evaluate effectiveness of the educational process.
- Designs training and technical assistance curriculum for schools, PED management, and education stakeholders on data collection procedures for student assessment, graduation, attendance and postsecondary outcome measures.
- Develops performance measurement and accountability system by introducing new methods for collecting and analyzing data on growth in student achievement and graduation rate to

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ensure that schools are successful in raising English proficiency of limited English proficient students.

- Implements scientifically valid and reliable models to evaluate tutoring and other supplemental education services.
- Responds to requests for information by PED management, legislators, and stakeholders.
- Provides recommendations to PED management on initiatives to raise student performance on standards-based assessments and improve graduation rates; to increase district and school accountability for student outcomes and identify and support successful educational programming.
- Reports research findings to PED executives and recommends best practice policies to better align the New Mexico Accountability system with federal and state regulations.
- Manages Academic Growth and Analysis Bureau administrative budget.
- Provides guidance and direction to staff.

Recommended Education and Experience for Full Performance

Master's Degree in Mathematics, Statistics, Computer Science, Psychology, Economics, Marketing Research, Sociology, Education, or closely related field and ten (10) years of leadership experience in the development, implementation and management of accountability systems, performance measures, data collection, analysis, statistical research, and/or advanced statistical modeling. Ed.D. or Ph.D. is preferred.

Minimum Qualifications

Master's Degree in Mathematics, Statistics, Computer Science, Psychology, Economics, Marketing Research, Sociology, Education, or closely related field and eight (8) years of leadership experience in the development, implementation and management of accountability systems, performance measures, data collection, analysis, statistical research, and/or advanced statistical modeling. Ed.D. or Ph.D. preferred.

Knowledge and Skills

*Note: This information has been produced by compiling information and documentation provided by O*NET. O*NET™ is a trademark of the U.S. Department of Labor, Employment and Training Administration.*

Knowledge

Mathematics — Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.

Computers and Electronics — , , electronic equipment, and computer hardware and software, including applications and programming.

English Language — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

Education and Training — Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.

Skills

Mathematics — Using mathematics and applied statistics to solve problems.

Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

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Science — Using scientific rules and methods to solve problems.

Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

Reading Comprehension — Understanding written sentences and paragraphs in work related documents.

Judgment and Decision Making — Considering the relative costs and benefits of potential actions to choose the most appropriate one.

Active Learning — Understanding the implications of new information for both current and future problem-solving and decision-making.

Programming — Writing computer programs for various purposes.

Speaking — Talking to others to convey information effectively.

Writing — Communicating effectively in writing as appropriate for the needs of the audience.

Statutory Requirements: N/A

Conditions of Employment: Working Conditions for individual positions in this classification will vary based on each *agency's utilization, essential functions, and the recruitment needs* at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

Default FLSA Status: Exempt. FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

Bargaining Unit: Not Represented

Established: 07/27/2012 **Revised:**

Note: Classification description subject to change. Please refer to the SPO website www.spo.state.nm.us to ensure this represents the most current copy of the description.