



MICHAEL ANDERSON

Assessment Coordinator

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SUMMARY

Dynamic and results-oriented Assessment Coordinator with over 8 years of experience in educational assessment and program evaluation. Proven track record in developing and implementing assessment strategies that enhance learning outcomes and improve educational programs. Adept at collaborating with educators and administrators to design assessments that align with curriculum standards. Skilled in data analysis, utilizing statistical software to interpret assessment data and identify trends.

WORK EXPERIENCE

Assessment Coordinator Global Education Solutions

Jan 2023 - Present

- Designed and implemented a new assessment framework that improved student performance by 20% over two academic years.
- Conducted workshops for teachers on effective assessment practices, resulting in a 30% increase in teacher satisfaction.
- Analyzed assessment data using SPSS, providing actionable insights to the curriculum development team.
- Collaborated with state education agencies to align assessments with state standards.
- Developed assessment materials and rubrics for various subjects, ensuring fairness and objectivity in evaluation.
- Managed a team of 5 assessment specialists, facilitating their professional development and performance reviews.

Assessment Specialist Citywide School District

Jan 2020 - Dec 2022

- Implemented formative and summative assessments across 15 schools, resulting in improved instructional practices.
 - Trained over 50 educators on data-driven instruction techniques, enhancing student engagement.
 - Utilized Excel to track and report assessment data, leading to targeted interventions for struggling students.
 - Facilitated focus groups with parents and students to gather feedback on assessment effectiveness.
 - Evaluated assessment tools and recommended improvements to enhance reliability and validity.
 - Led the transition to digital assessments, reducing costs by 15% annually.
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EDUCATION

Master of Education in Assessment and Evaluation, University of Education, 2015

Sep 2019 - Oct 2020

ADDITIONAL INFORMATION

- **Technical Skills:** Data analysis, Curriculum design, Educational technology, Communication, Team leadership, Statistical software
- **Awards/Activities:** Recognized as Employee of the Year for outstanding contributions to assessment initiatives.
- **Awards/Activities:** Successfully led the development of a district-wide assessment policy that was adopted by all schools.
- **Awards/Activities:** Published research on the impact of assessments on student motivation in an educational journal.
- **Languages:** English, Spanish, French