



## Position Title: Centre-Based Marker – NSW NAPLAN 2024

Department: Pearson Assessment Services

Reports To: Mark Bailye

Direct Reports: Group Leaders, Professional Leaders and the Marking Centre Managers

Location: Centre-based markers will work onsite from the Pearson Marking Centre at the Canterbury Park Racecourse in Sydney. This position is open to applicants from metropolitan Sydney, NSW.

## Purpose of this Position

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You will be part of one of the largest learning companies internationally and work alongside like-minded professionals in assessing a range of NAPLAN Writing responses from Year 3, 5, 7 and 9 students. Participating in the marking of NAPLAN Writing also provides a meaningful and rewarding experience, as you will be helping to enhance literacy levels in NSW and ACT.

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## Key Responsibilities

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Attend and successfully complete marker training and induction.

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Demonstrate competence in the online marking procedures and instructions.

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Mark candidate responses, at an item level, using the eMARK system.

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Mark candidate responses of items accurately and in a timely manner in accordance with the marking criteria set by ACARA, the NSW Education Standards Authority (NESA) and Pearson.

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Complete all marking in accordance with training and rostered dates.

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Maintain the security and confidentiality of all assessment information and materials.

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Request assistance from the Group Leader where there is uncertainty in the application of the marking rubric to a candidate's script before assigning scores.

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Carry out other tasks assigned by the Group Leader, Professional Leader or any member of the Pearson staff.

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## Requirements

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We require centre-based markers to be available for the entire period of live marking, including training.

- Marking period: approximately 4 - 6 weeks.
  - Training period: mid-March 2024.
  - Marking will begin immediately after the training period and continue until approximately mid to late April.
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Centre-based markers are required to be available to work a 5-day weekday shift (Day or Evening), and one weekend shift (Saturday or Sunday) during the live marking period.

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Markers are required to attend their rostered shift for either the Day (8:00 AM to 3:00 PM) or Evening (4:00 PM to 8:45 PM) shift during live marking.

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Be prepared to accurately mark candidates' work samples using the marking framework presented in training for writing.

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Be prepared to receive ongoing support and instruction regarding the marking of NAPLAN writing as part of quality assurance protocols.

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Be able to work as part of a supportive team and have the ability to work in accordance with marking rate targets.

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## Key Relationships / Stakeholders

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| Group Leaders | Monitors the daily productivity, quality and attendance of their team. |
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| Professional Leaders | Monitors the progress and quality of marking and identify if any retraining is required. |
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Marking Centre Managers

Oversees all matters around marking progress, marking quality and any issues that may arise during the course of the operation.

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## Qualifications and/or Experience

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### **Mandatory**

Have been teaching English or Social Sciences in an Australian Primary or Secondary School for at least 1 year or hold NESA Conditional or Provisional Accreditation.

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### **Mandatory**

Have previously been a NAPLAN Marker or completed the NESA Persuasive Writing or Narrative Writing Course. (Both free courses are available on the NESA Learning Page).

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### **Mandatory**

Have a Bachelor's degree in teaching (we are also accepting applications from students studying a teaching degree in their penultimate (final) year from a reputable Australian institution).

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### **Mandatory**

Be able to use a computer to conduct marking and complete appropriate training.

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### **Preferable**

Have an understanding of criterion-based marking (writing), grammar and structures.

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## Other Relevant Information

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This position description is indicative of the range of job requirements.

The job comprises other duties as required.

It is the responsibility of all employees to ensure they behave in a way that is consistent with the company's Code of Conduct and its policies and procedures.