



## Position Title: Home-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: Marking is home-based and is open to applicants from metropolitan and regional areas of NSW and ACT. Training will be held in multiple formats, both onsite and remotely online.

## 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.

Demonstrate competence in the online marking procedures and instructions.

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

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.

Complete all marking in accordance with training and rostered dates.

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 home-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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Home-based markers are required to be online during a mandatory marking period and commit to undertake a **minimum of 4 hours** of marking daily, for **6 days a week** during the live marking period.

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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 productivity, quality and attendance of their team daily.
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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.