Position Title: Professional Leader (Quality) Evening Shift – NSW NAPLAN 2027

Department: Pearson Education Services

Reports To: Marking Operations Manager

Location: Professional Leaders will work onsite from the Pearson Marking Centre at the Canterbury Park Racecourse in Sydney.

Purpose of this Position

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. As a Professional Leader, you will act in the role of leading the marking operation on behalf of Pearson, ensuring quality levels and standards are kept and maintained at all times.

Key Responsibilities

Attend Professional Leader briefing in the application of the National marking rubric (NAPLAN Extended Writing).
Participate in all training in a leadership role.
Provide input into Group Leader and marker refresher training. Form part of the training delivery team.
Liaise closely with other Professional Leaders and stakeholders with respect to monitoring, supervision of Group Leaders and re-training of markers if and as is necessary.
Monitor daily control script reports (Marking Centre Management report) in tandem with the NESA Centre Leader & Pearson Marking Operations Manager, flagging daily non-compliance, and taking remedial action as per the National Protocol.
Work closely with the NESA Centre Leader in interpreting drifts or swings in the results of control scripts.
Provide guidance to other Professional Leaders in determining drifts or swings affecting quality of script marking by Group Leaders and markers within their respective teams.

In consultation with the NESA Centre Leader & Marking Operations Manager, co-ordinate feedback statements and delivery times.

In tandem with the other Professional Leader (Quality) manage a team of floating Group Leaders. Key activities to include:

- Monitor the performance of floating Group Leaders.
- Allocation of floating Group Leaders to teams with absent Group Leaders, this is done in consultation with associated Professional Leaders & Marking Operations Manager.
- Ensure the team of floating Group Leaders provide support for Home Evening Group Leaders and perform backreading, to ensure that all backreading percentages are maintained.

Provide training to aberrant markers who were out of range on the daily Control Script whilst marking outside of their identified shift.

Mark scripts and check marks as required.

Available to answer Group Leader and Markers questions on the marking rubric.

Provide cover for Professional Leaders, as directed by Marking Operations Manager.

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

Monitor reports including control script reports, Marking Centre Management report, backreading reports, and NESA analysis in tandem with the NESA Centre Leader and flag non-compliance, reporting back to the Marking Operations Manager. Using analysis of reports to investigate issues and identify potentially discrepant scripts.

Liaise with the Marking Operations Manager to carry out a regular marker capping investigation, at least every two days. Use all available data to determine if a markers cap should be increased or decreased in line with pre agreed steps. All changes are to be communicated to the associated Professional Leaders.

Collaborate with the Marking Operations Manager to schedule the following activities, ensuring regular investigations.

- Monitoring and Analysis of Control Script Data as an investigation point for marker compliance and accuracy.
- Engagement with analysis of and actioning of whole-of-centre backreading percentages and where needed, work with associated Professional Leaders and floating Group Leaders and others to remedy.
- Analysis of markers with high proportion of 'changed' traits. This consists of a 'deep dive' into marker communications to ascertain GL interactions and possible retraining, analysis of marker frequency distribution data to isolate trends in marking; analysis and observation of individual marker backreading patterns; undertaking close back reading of individual markers; undertaking review of Group Leader backreading to ascertain Group Leader accuracy.
- Engagement with Backreading Agreement reports to ascertain whole centre trends and reporting these insights to the Marking Operations Manager.
- Engagement with Frequency Distributions of total scores and investigation of aberrant scores (i.e. full mark scores) or score points where there is either a dip or a peak in marks of scripts.
- Using this as an opportunity to deep dive, using the above process on marker practice and analyse compliance and accuracy.

Analysis of curious score patterns, directed by reports in SMART (looking closely at word count, discrepancies between Audience and Ideas, etc.)– use this as a point to undertake close and deliberate backreading of markers.

Requirements

The Professional Leader QA Evening shift is required to be available for the entire period of marking cycle, including training and live marking.

- Training period: early-March 2027.
- Marking period: approximately four to six weeks.
- Marking will begin immediately after the training period and continue until approximately mid to late April.
- QA Marking will occur throughout the marking period, extend to the period immediately following the main marking window.
- Pairwise Marking will occur towards the end of the main marking window and again may continue in the period immediately after.

Professional Leaders are required to be available to work a five-day weekday shift (Morning or Evening), and one weekend shift (Saturday or Sunday) during the training and marking period.

Have good interpersonal skills and maintain a helpful, courteous, and professional manner at all times.

Possess excellent communication skills – written and verbal.

Be punctual, reliable and demonstrate excellent organisational skills.
Have great attention to detail.
Possess the ability to follow direction.
Possess the ability to assume responsibility and act autonomously as required.
Comfortable in a role that requires disciplinarian responsibilities.
Have an approachable, enthusiastic, and personable attitude.

Key Relationships / Stakeholders

Markers	Evaluates and scores NAPLAN writing responses.
Group Leaders	Monitors the daily productivity, quality and attendance of their team.
NESA Representatives	Pearson works closely with the NSW Education Standards Authority in the delivery of assessments around NAPLAN to students throughout NSW and ACT.
Centre Leader	Oversees the jurisdiction's marking quality, consistency, and adherence to national standards.
Marking Operations Manager	Oversees all matters around marking progress, marking quality and any issues that may arise during the course of the operation.

Qualifications and/or Experience

Mandatory Have previous experience as a NAPLAN Group Leader or Professional Leader.
Mandatory Have current or recent experience in teaching (including recently retired, casual, on leave or currently employed teachers).
Mandatory Have a sound knowledge of grammar and its structures.
Mandatory Be able to use a computer to conduct marking and complete appropriate training.
Preferable Previous experience in a leadership role.

Preferable

English teaching background.