

TNReady Ambassadors Program for Content Experts

I. Qualifications

- At least **3 years** classroom teaching experience as a professionally licensed TN educator.
- Willingness and ability to perform deliverables of contract.
- Commitment to participate in both live and virtual events at various locations throughout TN.

II. Overview

- **31 Content Experts** representing from a variety of districts, representing diverse district sizes and geographic locations will be selected to serve as TNReady Content Ambassadors in the following areas:
 - **8 Math**
 - **6 ELA**
 - **6 Science**
 - **9 Social Studies**
 - **2 Special Populations**
- Compensation: **\$15,000** annually

III. General Responsibilities

- Act as a **thought partner** for the department's Assessment Team in order to continuously improve the design of TNReady assessments through on-the-ground perspective and stakeholder feedback
 - Provide feedback on item development and assessment design
 - Participate in **bi-weekly conference calls** with TDOE Assessment Specialists
- Serve as an ambassador for TNReady to **build awareness of TNReady** design and standards alignment.
 - Provide expertise on the program to surrounding schools and districts

- Present professional development regarding assessment design at in-person educator meetings.
- Contact information shared with department and CORE
 - Stay up-to-date on assessment design for applicable content area
- Consult with department on assessment design, item review & data analysis via **webinars, calls**, and at least **two in-person planning meetings** with testing vendors.
- Consult with department on assessment design materials, including, but not limited to:
 - Item Specifications
 - Assessment Blueprints
 - Test Administration Proctor Scripts (TAPS)
 - Accessibility guide
 - Other items, as needed
- Participate in **training** of educator committees selected for item review
- Participate in **regional assessment meetings** to inform educators of assessment design updates
- Participate in monthly content calls with CORE representatives

IV. Calendar of Responsibilities

Late July/August

- Attend in person training on TNReady Ambassador program
- Review of assessment forms
- Participation in item review for TCAP-Alternate Assessment
- UAT for CAB

September

- Participate in item review for Science assessment
- Plan for and present at regional educator meetings

October

- Participate in rangefinding event
- Participate in virtual passage review

November

- Review of assessment forms
- Review item development plans

December

- Review of assessment forms
- Feedback on TAPS

January

- Review and revise assessment blueprints
- Review and revise item specifications

February

- Virtual Item Reviews
- Review of spring online assessment forms

March

- Virtual Item Review
- Finalization of assessment blueprints

April

- Virtual Item Review
- Create item review applications

May

- Virtual Item Review
- Collaborate with assessment vendor to create training materials for summer Item Review meetings

June

- In person item reviews
- Data review of item statistics