

Director of Assessment, Office of MEERI
University at Buffalo, The State University of New York

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Posted Mar. 1, 2024, set to expire Aug. 4, 2024

Job Title	Director of Assessment, Office of MEERI
Department	Jacobs School of Medicine and Biomedical Sciences
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Mar. 1, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager
Academic Field(s)	Research
Job Website	https://www.ubjobs.buffalo.edu/postings/48416

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Job Description

An exciting opportunity to provide collaborative leadership in developing, guiding, and contributing to ongoing implementation of learning assessment and program improvement for our undergraduate medical education program is available at the Jacobs School of Medicine and Biomedical Sciences. [The Medical Education and Educational Research Institute \(MEERI\)](#) encompasses services and programs that shape, support, and enhance teaching and learning at the Jacobs School. To support these efforts along with our evolving medical student curriculum, the Jacobs School seeks to hire a **Director of Assessment**. In this role, you will ensure that all assessments utilized for student development (formative) or student assessment (summative, for grade) meet or exceed the highest standards specified by the university, the National Board of Medical Examiners, the American Educational Research Association, and the American Psychological Association.

You will also incorporate tracking of possible inequity present in assessment methods/outcomes in

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order to develop an assessment program that ensures equitable evaluation of performance for all medical students in order to be successful in this role. In this position, you will:

- Serve as an assessment specialist by coaching faculty, staff, and learners on appropriate implementation and use of assessment tools and resources.
- Lead the curriculum team in assessment instrument development including exam blueprints, standard setting, observation protocols, scoring rubrics, questionnaires, surveys, etc.
- Collaboratively develop, review and refine formative and summative assessments with faculty including longitudinal assessments, OSCEs, and workplace-based assessments that align with desired student outcomes.
- Work with the Office of Accreditation and Quality Improvement (OAQI) and the Office of Medical Computing to design and maintain databases with assessment data, analyze assessments as part of a continuous quality improvement process, and provide specific feedback to faculty regarding their assessments.
- Use performance metrics and analytics to ensure that evidence supports assessment methodologies employed.
- Collaborate with the faculty and staff of the Offices of Medical Education in research projects focusing on the education of our students.

Salary: \$90,000 - \$110,000

About the Jacobs School

From our founding as a medical school in 1846, to paving the way for future physicians, the Jacobs School of Medicine and Biomedical Sciences builds upon its proud legacy of teaching, patient care and scientific discovery. Our mission is to advance health and wellness across the life span for the people of New York and the world through the education of tomorrow's leaders in health care and biomedical sciences, innovative research and outstanding clinical care.

Outstanding Benefits Package

Working at UBF comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit - all in an effort to support your work-life effectiveness.

Visit our UBF benefits website to learn about our [benefit packages](#).

About The University at Buffalo

The University at Buffalo (UB) #ubuffalo is one of America's leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research,



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creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact