

PERSON SPECIFICATION

Apprenticeship Assessor (Curriculum)

	Essential	Desirable
Qualifications	<p>Level 5 qualification or willingness to work towards a level 5.</p> <p>Excellent numeracy and literacy skills with a minimum of Level 2 in English and Maths or equivalent or working towards</p>	<p>Level 4 Award in the Internal Quality Assurance of Assessment</p> <p>Assessor qualified, A1, CAVA, or D32, D33, or working towards.</p> <p>A level 5 qualification or above</p>
Knowledge, Skills & Understanding	<p>Occupational expertise in the competences and/or syllabus areas to be assessed.</p> <p>Occupational competence (at least two years' experience working in a school).</p> <p>A commitment to maintaining own expertise by undertaking continuous professional development activities.</p> <p>Ability to follow and implement standards/course syllabus/national guidance</p> <p>Can use ICT effectively to support learning.</p> <p>Full working knowledge of relevant policies/codes of practice legislation.</p> <p>Understanding of statutory frameworks relating to apprenticeships and assessment</p>	<p>Previous experience working as an assessor.</p>
Skills	<p>Specialist skills/training in curriculum or learning area</p> <p>Ability to lead and direct the work of others</p>	

	<p>Ability to give constructive feedback to learners which improves their standard of work and progress</p> <p>Ability to monitor and evidence learner progress</p> <p>Ability to undertake assessment of learners' work</p> <p>Excellent organisation and planning skills.</p> <p>Patience and the ability to remain calm in stressful situations</p> <p>Sensitivity and understanding</p> <p>Excellent verbal and written communication skills</p> <p>Ability to work independently and manage own time effectively</p> <p>The ability to work well with others, gain trust and respect</p> <p>To be flexible and open to change</p> <p>Full Drivers Licence and use of own car with business insurance</p>	
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