**External Quality Assurer (EQA)**
**(Consultant)**

ASDAN is recruiting External Quality Assurers (EQAs) on a consultancy basis, to carry out quality assurance activities across its range of portfolio-based vocational qualifications (Level Entry 1 to Level 3).

There will be opportunities to carry out monitoring activities throughout the calendar year on an ad-hoc basis, however, the majority of ASDAN’s EQA sampling activities take place between May and August, in line with the industry.

**About us**

ASDAN is an education charity and awarding organisation providing courses, accredited curriculum programmes and regulated qualifications, helping young people achieve meaningful learning outcomes, elevating them to progress to further education, training or work, and empowering them to take control of their lives.

ASDAN’s offer is used in schools, colleges, special schools, local authorities, training providers and other education providers across the UK and internationally.

For further information about ASDAN, please visit our website: [www.asdan.org.uk](http://www.asdan.org.uk)

**ASDAN EQAs:**

* carry out quality monitoring and sampling activities to check that standards of assessment and internal quality assurance at centres in our membership are valid, reliable, consistent and sufficient and meet the requirements of ASDAN’s products and policies
* write clear and accurate reports which meet ASDAN’s service standards
* provide feedback to ASDAN on emerging trends in centre standards
* support ASDAN’s Quality and Qualifications Team to maintain ASDAN’s compliance with its regulatory requirements in England, Wales and Northern Ireland
* exemplify ASDAN’s values and principles
* promote ASDAN’s products
* maintain relevant CPD
* manage their own workload effectively
* work remotely as well as occasionally travelling to visit ASDAN member organisations

**Applicants would benefit from having:**

* experience/qualifications in external and/or internal quality assurance of regulated qualifications
* experience/qualifications in delivering and/or assessing vocational qualifications
* experience working in the education sector, in particular school-based education
* knowledge of SEND and/or alternative provision
* experience delivering, assessing or quality assuring ASDAN products
* good communication skills (essential), including experience of writing formal reports
* strong competency in using a range of IT software

**How to apply**

If you are interested in working as an ASDAN EQA, please send your CV and a covering letter, detailing your experience and qualifications, to personnel@asdan.org.uk.

Applications close: Friday 27 September 2024.

We encourage early applicants as we will be processing applications received at stages ahead of the closing date.

Successful applicants will be invited to complete a selection task and take part in an online interview.

Training and mentoring relevant to ASDAN qualifications and processes will be provided for the successful candidates in the autumn and is an ongoing benefit of working as an ASDAN EQA.