

Assessment of Prior Experience and/or Learning (APEL) Assessor

Are you experienced in assessment and passionate about upholding high standards in animal behaviour and training? The Animal Behaviour and Training Council (ABTC) is seeking APEL Assessors to support its APEL Committee.

As an APEL Assessor, you will evaluate applications from practitioner's seeking to gain formal recognition of their prior experience and/or learning. Your expertise will help ensure assessment processes are rigorous, consistent, and aligned with ABTC's Knowledge and Understanding role standards.

Key Responsibilities:

- Assess and evaluate practitioner applications for APEL.
- Ensure standardisation and quality assurance in assessments.
- Contribute to APEL Assessor meetings and training to maintain assessment excellence.

What we're looking for:

- Experience in assessment, quality assurance, or similar roles.
- Strong understanding of ABTC Knowledge and Understanding role standards.
- Excellent analytical and communication skills.

Rate per assessment: £150 per day (7 hours)

Each assessment is expected to take approximately 1 day to complete.

Join us in maintaining excellence in animal behaviour and training standards.

How to apply: Please submit your CV and a cover letter outlining your suitability for the role to assessments@abtc.org.uk

Closing date for applications: Friday 28 March 2025.

Role Description

Position: Assessment of Prior Experience and/or Learning (APEL) Assessor

Organisation: Animal Behaviour and Training Council (ABTC)

Location: Remote

Reports to: Chair of the APEL Committee

Contract Type: Part-time, self employed

Role Purpose

APEL Assessors are responsible for the assessment of applications from practitioners seeking formal recognition of their prior experience and/or learning. Assessors ensure applications meet the required Knowledge and Understanding for ABTC's role standards. They also contribute to maintaining quality assurance and consistency throughout the APEL process.

Key Responsibilities

Assessment and Evaluation:

- Assessment of written evidence and zoom/online interviews with applicants to ensure compliance with ABTC role standards
- Provide clear and constructive feedback to applicants
- Report assessment outcomes to the Assessment administrator in a timely manner

Quality Assurance and Standardisation:

- Ensure transparency, consistency and fairness in the assessment process
- Adhere to ABTC guidelines and best practices in assessment
- Contribute to the ongoing refinement of assessment methodologies to maintain high standards

Training and Development

- Participate in APEL Assessor training sessions to ensure a thorough understanding of ABTC assessment standards
- Engage in professional development to stay informed on assessment practices and role standards

Collaboration and Reporting

- Work closely with the APEL Chair and other APEL Assessors to ensure a coordinated approach
- Attend APEL Assessor meetings and contribute to discussions on assessment processes.
- Maintain accurate records of assessments and provide reports as required

Person specification

Essential:

- Experience in assessment, training, quality assurance or similar evaluative roles
- Understanding of the ABTC Knowledge and Understanding role standards
- Strong analytical skills with attention to detail
- Excellent communication and written reporting skills
- Ability to work independently and as part of a team
- Commitment to upholding professional and ethical standards

Desirable:

- Background in animal behaviour, training or related fields
- Familiarity with the ABTC's work and objectives

- Qualifications in assessment, training or quality assurance (or willingness to carry out a Level 4 qualification)