

Practitioner Assessment Committee (PAC) 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 PAC Assessors to support its Practitioner Assessment Committee.

As a PAC Assessor, you will evaluate applications from organisations seeking to assess practitioners for ABTC roles. Your expertise will help ensure assessment processes are rigorous, consistent, and aligned with ABTC's Practical Skills role standards.

Key Responsibilities:

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

What we're looking for:

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

Rate per assessment: £150

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: Practitioner Assessment Committee (PAC) Assessor

Organisation: Animal Behaviour and Training Council (ABTC)

Location: Remote

Reports to: Chair, Practitioner Assessment Committee

Contract Type: Part-time, self-employed

Role purpose

PAC Assessors play a vital role in evaluating applications from organisations seeking approval to assess practitioners for ABTC roles. They ensure applications meet ABTC's Practical Skills role standards and contribute to maintaining quality assurance and consistency in practitioner assessment processes.

Key Responsibilities

Assessment and Evaluation:

- Assess and evaluate applications from organisations applying to become Assessor Organisations.
- Ensure applications align with ABTC's Practical Skills role standards and assessment criteria.
- Provide clear, constructive feedback on submissions, identifying areas for improvement.
- Keeping to schedules and communicating regularly with administrator.

Quality Assurance and Standardisation:

- Ensure Transparency, consistency and fairness in the evaluation 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 PAC 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 PAC Chair and other Assessors to ensure a coordinated approach.
- Attend PAC meetings and contribute to discussions on assessment processes.
- Maintain accurate records of assessments and provide reports as required.

Person Specification

Essential:

- Experience in assessment, quality assurance, or similar evaluative roles.
- Understanding of ABTC's Practical Skills 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 ABTC's work and objectives.
- Previous experience in professional accreditation or regulatory assessment.
- Qualifications in assessment, training or quality assurance (or willingness to carry out a Level 4 qualification)