

ESB: Frequently asked questions regarding training and assessing

When does assessing take place?

Most of our assessing takes place during weekdays of term-time, with the bulk during December and March - June. Since we pay a whole-day (or whole-evening) rate, regardless of whether the full number of candidates is reached, we expect a whole-day commitment for every booking, which includes assessing and report-writing. We cannot accept applicants who are only able to offer half days.

How much time is involved in assessing?

We need assessors who can offer on average a minimum of 2 weekdays per week and be available to assess at least 20 - 25 days per academic year. Most assessors work 20-30 days per year but this varies greatly according to location, syllabus range and availability. (For most people there will be some weeks where he or she is not available to assess. Some people have total availability, others may be able to offer 2 days per week on a regular basis. We offer flexibility in this).

Assessors complete an availability form and are then invited to assess according to availability. It is important that assessors have 'good' availability and/or can be flexible. If an applicant could only offer Fridays for example, then invitations to assess could only be offered when there is an assessment of the right type, in the right location, on a Friday. Someone who can offer 2 days per week or even 2 or 3 days on alternate weeks gives greater scope to match assessments.

What is the fee paid to assessors?

Assessors are paid for a full day (currently £110) or evening (£90) even if only part of this is worked, plus travel expenses and accommodation if required. Full details will be given to successful applicants.

Is there a fee for training?

No, but we pay travel and out of pocket expenses for training.

How long does the training take?

This varies according to the background and experience of the trainee. Training begins with Induction, after which each trainee attends observation sessions until the mark and remarks match those of the assessor. Usually 5-6 sessions (days) but this may be more if the syllabus range is wide.

When will I know if I have been short-listed for interview?

Applicants short-listed for interview will be notified by mid-August (autumn recruitment) or mid-January (spring recruitment).