



Accredited Assessor Award - Outline

The award involves an interactive one-day workshop designed for individuals who are, or who will be, directly involved in the assessment process for all irtec routes and levels. The award provides formal recognition of an assessor's competence and will be available from January 2014.

The workshop covers all the essentials an irtec assessor should possess including: knowledge of irtec, ability to observe, mark and provide feedback to live candidates and make objective, evidence based decisions. The programme takes the delegates through each step of the process, outlining best practice and incorporating knowledge and support at each stage.

Upon successful completion the assessor will receive a certificate of competence, an ID card and will be placed on the irtec register for a period of 5 years. Assessors will also be required to agree to abide by the irtec Code of Conduct ensuring they operate ethically in the same way as irtec technicians.

Learning Outcomes:

Upon successful completion of the workshop the candidate will be able to:

- Understand the structure and strategy of irtec licensing
- Set-up a workstation in accordance with irtec requirements
- Assess an irtec candidate objectively and record assessment decisions against specified criteria
- Understand best practice post assessment, providing both positive and negative feedback including advice on next steps
- Demonstrate knowledge of irtec via the online theory test
- Deliver an irtec assessment day in accordance with the assessment strategy

Pre course work:

To be sent out to delegates 1 week before the workshop. Pre course reading will consist of;

- irtec Overview documents
- irtec Centre Assessment Strategy Document

Note: Results of irtec Assessor workshop will be sent to delegates within 10 days.

Programme for the day

Introduction

- Welcome
- Introductions

Input - irtec structure

- Code of Conduct
- Governance
- Benefits

Input - Assessment Centres

- Centre requirements
- Assessor requirements
- Candidate requirements

Input - Assessment delivery

- Workstation Set-up
- Assessment of candidates
- Delivering feedback

On-line test

- On-line underpinning Knowledge test (30 questions)

Practical Assessment

- Set-up of an irtec Workstation
- Assessing a 'live' candidate against the irtec critical competences
- Delivering feedback to a 'live' candidate

Note: this is a workshop based activity and PPE will be required