

## External Quality Assurer – L2 Adult Social Care Certificate

<b>RESPONSIBLE TO:</b>	Head of Quality and Standards
<b>STATUS:</b>	Contractor
<b>SALARY:</b>	£150 per day/ £21.50 per hour

### Introduction

Open Awards offers a range of specialist qualifications to help meet our company ethos to Change Lives Through Learning. We are looking for a sector expert to externally quality assure the work of approved providers delivering the following qualifications:

For the contracted period you are required to carry out external quality assurance activities relating to the following qualifications:

- Open Awards Level 2 Adult Social Care Certificate (RQF)

The Open Awards Level 2 Adult Social Care Certificate qualification will enable learners to demonstrate occupational competence in social care and reflects the needs, strengths, and aspirations of the intended audience and of the adult social care sector.

This qualification referenced has been developed in-line with the Department of Health and Social Care's workforce reform agenda against the appropriate qualification specification and has now been reviewed and approved by Skills for Care.

The Care Certificate was introduced in 2015 and was developed jointly by Skills for Care, Health Education England and Skills for Health and is based on 15 standards. The Care Certificate is currently an agreed set of standards that define the knowledge, skills and behaviours expected of specific job roles in the health and social care sectors

This qualification is designed for learners who work in adult social care and have responsibility for providing person centred, values-driven care and support for those accessing the service. They will typically work under the direction of their manager or supervisor.

Assessment is by a portfolio of evidence which is based on coursework including videos/ photographs, evidence of practical activities, reflective journals, question and answers and recorded professional discussions.

The qualifications are available for delivery across the UK. External quality assurance is expected to take place remotely with learner evidence available via SharePoint.

### **Role Purpose**

- To confirm that the delivery and assessment of the course is appropriate, and that the assessment strategy employed is appropriate and conforms to Open Awards' specifications as set out in the Qualification Guide;
- To confirm that all recommendations for the award of credit have been subjected to a rigorous internal verification process that meets the minimum published requirements of the awarding organisation (See Open Awards Provider Handbook for guidance);
- To make recommendations for improvement and to support an ethos of continuous quality improvement;
- To report all findings to Open Awards, using the appropriate report format, and in language that is appropriate to its audience, i.e. Heads of Organisations, Quality Managers, Assessors;
- Attend/contribute to Open Awards training and standardisation events as required.

### **Skills and Experience Required**

- Current professional registration (where appropriate)
- Relevant sector specialist knowledge
- Recent experience of working for, or with, employers in the sector
- A sound understanding of assessment
- Recent experience of internal or external quality assurance of Ofqual-regulated qualifications
- The ability to produce excellent reports to agreed deadlines
- Excellent interpersonal skills and proven organisational ability
- A commitment to equal opportunities and widening participation
- Excellent attention to detail

## About You

Key requirements, knowledge, skills and experience:

- Recent experience in external quality assurance
- Subject sector specialist knowledge and qualifications
- Able to work unsupervised in a timely manner
- Adhere to our customer service standards
- Able to obtain buy-in to suggested/mandatory actions required to maintain compliance

This position is on a self-employed basis and we consider our payment structure to be in line with industry average.

Please note that appointment to the bank of external quality assurers does not necessarily guarantee that work will be available in any particular year.

## Next Steps

Please send a CV and a covering letter detailing your relevant skills, knowledge and experience to [quality@openawards.org.uk](mailto:quality@openawards.org.uk). If you would like to know more about the role, please contact Andrew Bardsley, Head of quality and standards, 07494857290.

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We are truly 'Open' so get in touch if you would like to discuss anything or ask for advice.