



# Pearson

## Healthcare Screener Standard Verifier NVQ Specialist

### About Pearson

Welcome to Pearson, the world's leading learning company. We have a simple mission: to help people make more of their lives through learning.

We are the UK's largest awarding body and offer qualifications that are globally recognised and benchmarked, with educational excellence rooted in names like Edexcel, WBL, EDI and LCCI.

### Purpose

To undertake reviews of centre resources and sampling of assessment and internal verification decisions. By visiting the centre twice per year, per programme, SVs will affirm that Pearson's qualification and assessment standards have been achieved and maintained. SVs will support, advise and guide centres, based on the outcomes of the review and sampling process, towards the achievement of the overall programme of learning.

## Key Accountabilities:

The Standard Verifier will:

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- Attend and complete annual training and standardization
- Follow the protocols set out in the Quality Assurance Handbook
- Review centres' systems, delivery plans and resource management
- Undertake sampling of candidates' work within defined parameters and rules to verify that assessment outcomes, assessment and internal verification processes meet standards
- Assess and communicate the level of risk associated with centres' programmes and take actions according to that level of risk
- Provide sector-specific support, advice and guidance to centres
- Produce reports for centres and Pearson on the: sampling undertaken; outcomes reached and support provided
- Produce targeted and supportive actions for centres to assist with remedial action where standards are not being upheld
- Maintain service-level agreements
- Provide source materials for the standardisation of standards verifiers, centre assessors, internal verifiers and lead internal verifiers, as requested
- Work closely with the WBL Assessment team, undertake any other duties appropriate to the work of WBL Assessment, in relation to this role

## Pearson Specification

Background and Experience:

Essential	Desirable
<ul style="list-style-type: none"><li>• Be able to show evidence of occupational competence from working in the Diabetic Eye/Abdominal Aortic Aneurysm/Newborn Hearing area in the past five years</li></ul>	<ul style="list-style-type: none"><li>• Hold or be working towards the QCF Level 4 Award in the External Quality Assurance of Assessment Processes and Practices if not already achieved external verification units V2 or D35</li><li>• Experience in quality assuring competence-based qualifications</li></ul>

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	<ul style="list-style-type: none"> <li>• Evidence of Continuous Professional Development (CPD) in the field of assessment and delivery of vocational qualifications</li> <li>• Membership of a professional body e.g. Academy of Healthcare Science, Health and Care Professions Council</li> </ul>
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#### Skills and Knowledge:

Essential	Desirable
<ul style="list-style-type: none"> <li>• Excellent communication, written, verbal, IT and interpersonal skills</li> <li>• Flexibility to understand and appreciate the individual needs and circumstances of our centres</li> <li>• Excellent influencing and negotiation skills</li> <li>• A familiarity with the occupation and technical content covered within the programme</li> <li>• A working knowledge of the processes, techniques and procedures that are used in the Healthcare Science industry</li> <li>• A customer-focused approach</li> <li>• Ability to meet deadlines</li> <li>• Ability to assess and report risks</li> <li>• Ability to develop and monitor action plans for centres</li> <li>• Ability to work effectively in partnership with Pearson and our centres</li> <li>• Ability to understand the implications of decisions taken on Pearson's behalf and not to operate outside the sphere of responsibility defined within this job description</li> </ul>	<ul style="list-style-type: none"> <li>• Word processing and basic spreadsheet manipulation</li> <li>• Educated to degree level or hold equivalent Level 4 qualification (Certificates of Higher Education)</li> </ul>

## Other Requirements:

Any associate undertaking this role must:

- Have personal IT equipment capable of running Pearson required software
- Have a suitable internet connection
- Have a suitable Broadband connection
- Have a postal address in the United Kingdom or Republic of Ireland, Guernsey, Jersey Isle of Man.
- Have the right to work in the UK
- Declare any conflicts of interest that could impact on the role
- Availability of 10 to 30 days (including term time), dependent upon the requirements and workload for the sector, in any given year. (You will be required to allow additional time for travel.)
- Abide by the terms of conditions as stated in the contract for work
- If recruited, commit to working towards the QCF Level 4 Award in the External Quality Assurance of Assessment Processes and Practices, if not already achieved external verification units V2 or D35