



Gloucestershire College is advertising this role on behalf of Gloucestershire Professional Services (GPS).

## About the Role – Employment Details

Post Number	A107b
Job Title	Assessor for Plumbing, Domestic Heating and Gas Apprenticeship
Salary	£40,508.07
Contract Type	Permanent
Campus	Gloucester
Department	Employer Training and Apprenticeships
Reporting To	Apprenticeship Manager
Holiday	27 days' annual leave, increasing to 32 days after 5 years', plus an additional 3 days during Christmas closure.
Pension	People's Pension - 6% matched contribution

## About the Role – Meet the Team

Gloucestershire Professional Services (GPS) is looking for an Assessor for Plumbing, Domestic Heating and Gas Apprenticeships to join our Apprenticeship team. Whether you are an experienced assessor or a qualified plumbing and heating professional looking to move into education, we will support you to gain your CAVA qualification.

This is a great opportunity to share your industry knowledge, support apprentices in the workplace, and help develop the next generation of plumbing and heating professionals.

## About the Role – Duties and Responsibilities

- Assess apprentices' competence and knowledge against apprenticeship standards, ensuring all evidence meets awarding body requirements.
- Deliver, implement and maintain assessment and internal quality assurance procedures in line with Ofqual's General Conditions of Recognition and College policies.
- Provide clear guidance, support and constructive feedback to learners, embedding maths and English within assessments.
- Motivate and inspire apprentices to achieve their qualifications and reach their full potential.
- Support learners in gathering appropriate evidence and make accurate, consistent assessment decisions.
- Liaise with assessors, internal verifiers, the Apprenticeship Manager and Head of School; attend standardisation and team meetings as required.
- Contribute to learner progress reviews with apprentices and employers.
- Build and maintain effective working relationships with employers, supporting apprenticeship growth and business development.
- Contribute to recruitment, retention, attendance, progress and achievement targets.





- Engage positively with curriculum development, apprenticeship initiatives and bespoke employer training opportunities.
- Participate in student recruitment and promotional activities where required.
- Maintain continuous professional development to meet awarding body and College quality assurance standards. Undertake additional duties as reasonably required by the Apprenticeship Manager.

### About the College – Our Expectations

- Take an active part in Professional Development Conversations (PDC)
- Engage with all relevant Health & Safety regulations and assist the College in the implementation of its own Health & Safety Policy
- Actively promote the College's Equality and Diversity Policy
- Actively promote the College's Safeguarding Policy and Practices
- Support the College's sustainability policies and recognise the shared responsibility of carrying out duties in a resource efficient way
- Participate in enrolment
- Participate constructively in college activities and to adopt a flexible approach to your work.
- Undertake a first-aid qualification and participate in the first aid rota, as required.
- Undertake any other relevant duties as specified by your line manager commensurate with the level of this post

### About You

#### Our Shortlisting Criteria

<b>Essential</b>	<ul style="list-style-type: none"> <li>– Must hold level 3 relevant qualification in both Plumbing and Domestic Heating and Gas have a current gas safe card.</li> <li>– Have current industry experience</li> <li>– Willingness to complete an assessor qualification (CAVA)</li> <li>– Computer literate</li> <li>– Minimum of Maths and English GCSE grade C / Level 2</li> </ul>
<b>Desirable</b>	<p>Experience of training and assessing</p> <ul style="list-style-type: none"> <li>– Level 3 CAVA qualified</li> <li>– Level 4 IQA</li> <li>– Renewable Energies qualification</li> </ul>





**The Perfect Person for us will demonstrate**

<p><b>Abilities</b></p>	<ul style="list-style-type: none"> <li>– To be well organised and demonstrate a good level of administrative skills.</li> <li>– To be able and confident in analysing and evaluate information.</li> <li>– Motivate and inspire young people to want to achieve their individual qualifications.</li> <li>– Excellent team player with good communication skills, including written, oral and non-verbal communication.</li> <li>– Communicate effectively and appropriately using different forms of language and media, including new and emerging technologies</li> <li>– Provide clear constructive and motivational feedback for colleagues and learners and work with learners to achieve.</li> <li>– To manage own time effectively by planning and prioritising own workload and reacting positively to changes as they occur.</li> </ul>
<p><b>Job Circumstances</b></p>	<ul style="list-style-type: none"> <li>– Able to travel between college sites (if required)</li> <li>– Undertake any training required for the role</li> <li>– Hold an Enhanced DBS check or be willing to undertake a check.</li> <li>– This job description outlines the main duties at the time it was written. Tasks may change, but the role's overall nature and responsibility remain the same. These changes are normal and don't justify a change in the post's grading.</li> </ul>

*Gloucestershire College is committed to safeguarding children and vulnerable adults and any offer of employment will be subject to a number of conditions.*

*If you are shortlisted, you will be asked to complete a self-declaration of your criminal record or any information that would make you unsuitable to work with children. Generally, we are permitted to ask whether an applicant has any convictions, cautions, reprimands or final warnings which would not be filtered in line with current guidance, as defined by The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). This Order sets out the circumstances in which an individual can be asked about spent convictions (but not protected convictions or protected cautions) and when an employer can consider these. This includes "any employment as a teacher in a school or establishment for further education and any other employment which is carried out wholly or partly within the precincts of a school or establishment for further education, being employment which is of such a kind as to enable the holder to have access to persons under the age of 18 in attendance at the school or establishment for further education in the course of his normal duties."*





*As this role involves engaging in “regulated activity” relevant to children, and in line with our legal obligations, before filling out this application you should be aware that it is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.*

*In line with KCSIE and having regard to all relevant guidance, there is a requirement for providing satisfactory references and online searches. The purpose of this search is to identify any incidents or issues that have happened, and are publicly available online, which we may need to explore further as part of our pre-screening checks. The level of check undertaken will be consistently applied across all applicants and may include both social media and a general internet search.*

