

Qualified Assessor in Health and Social Care

Salary: Band 8 £32,020 - £34,722 per annum

Hours: 37 hours per week

Contract: Permanent

Portsmouth City Council is committed to safeguarding and promoting the welfare of vulnerable adults, and expects all staff and volunteers to share this commitment.

DBS Disclosure at Enhanced level will be required prior to any offer of employment and this post is exempt from the Rehabilitation of Offenders Act 1974.

What is the role?

Our expertise is underpinned by our Ofsted Grade 2 'Good' accreditation, and learner-centric delivery is at the heart of our continual operational evolution to ensure our learners receive an outstanding learning journey.

The key priority of the role is to support the Programme Lead and other staff in providing high quality service provision that meets the needs of customers, funding bodies and PCC.

This position focuses within our apprenticeship training provider team. Establishing and maintaining accurate records and plans relating to assessment and delivery of apprenticeship programmes.

Visiting individuals in their workplace using your vocational experience and knowledge to teach and support learners to achieve in a timely manner.

Managing your own diary to ensure you are delivering against your KPIs, arranging, and attending scheduled visits and completing both company and personal administration.

Collaborating with colleagues and stakeholders to deliver an exceptional service to learners whilst maintaining standards and regulatory requirements

The role will involve:

Lead a caseload of learners and support them to achieve their apprenticeship or qualification, as well as any additional requirements such as a Diploma through to Gateway and successful End Point Assessment

Regularly assess work and provide constructive feedback including SPAG and update the E- Portfolio system (Onefile)

Identify and support learners with additional learning needs

Support those learners who require Functional Skills maths and/or English at Level 1 or 2 within CLS academic year alongside the FS team

Take responsibility to ensure personal development, safeguarding, PREVENT, British Values, Health, Safety and Wellbeing and equality, diversity and inclusion are promoted and monitored continually in all areas of the job role

You'll be joining a leading Local Authority training provider at an exciting time of growth and expansion, working in a fun and supportive environment in an organisation with a strong focus on people and culture.

Who is the person?

You will have:

- Levels 2 - 5 Health & Social Care Occupational Experience
- Assessor Award CAVA or TAQA Level 3, A1, D32/33 or equivalent
- Teaching qualification (Desirable)
- Understand current apprenticeship adult learning policy and legislation and its impact on the service
- Have excellent time management skills and the ability to be able to prioritise and manage your own time and workload.
- Demonstrate effective practice in ensuring the safety and wellbeing of learners in the workplace including risk assessment / management.
- Hold a full driving licence, have access to your own vehicle and provide the appropriate business use insurance to allow you to use your vehicle for work
- Equal Opportunities employer and welcome applications from all suitability qualified persons regardless of their race, disability, religion/belief, sexual orientation, or age.
- We are committed to safeguarding and promoting the welfare of children and young people. An enhanced DBS check will be required for this role.

Additional information:

General Data Protection Regulation (GDPR)

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.

This role is eligible for a DBS check and the DBS have published a privacy notice to ensure individuals are fully informed of the use of their personal data; their rights and that Portsmouth City Council are meeting the necessary requirements when submitting DBS checks. It is important that you read and understand this privacy policy before any application is submitted to the DBS.

Visit the Gov website to read the full policy.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.