

JOB DESCRIPTION

- To help drive increased number of attendees at CPD events
- To encourage centres already with Eduqas to take up other qualifications under the Eduqas brand and to contribute to meeting growth targets
- To introduce Eduqas qualifications to centres not currently using them
- To liaise with relevant subject officers to gain expertise in one or more qualification, particularly those nominated as retention and growth priorities
- To provide competitor information and wider market intelligence relating to consortia, multi-academy trusts and other groupings of schools and colleges to the England Stakeholder Engagement Executive to allow WJEC Eduqas to build relationships with them.

Communicating with Eduqas centres in England

and vocational qualifications

in a specified area, maintaining regular

contact, as directed

To directly respond to requests for information from centres both orally and in electronic format

To follow up, where necessary, relevant issues and queries from centres with appropriate colleagues across the business

To communicate information to centres relating to Eduqas qualifications

To offer advice and guidance to head teachers, teachers, examinations officers and others on matters relating to Eduqas qualifications

To represent Eduqas at external meetings and events and to prepare and deliver presentations when required e.g. at stakeholder groupings, relevant seminars, conferences, exhibitions, examination officer meetings etc.

To develop Eduqas' support for relevant subject teacher networks and other education communities

Working with the England Stakeholder Engagement Executive, to prepare and lead general online sessions for teachers and other stakeholders as required

Working with domains, to prepare and lead selected professional development events relating to relevant qualifications

To contact, over time, all centres offering Eduqas qualifications in the specified region; to meet centres if required.

Development of services and resources relevant to Eduqas qualifications

To use professional expertise and educational experience to contribute proactively and innovatively to developments relative to Eduqas qualifications, for example by reporting back on views gathered both formally and more informally

To advise centres on the nature of educational resources available to support the teaching and learning of Eduqas qualifications

To provide advice, guidance and intelligence to the Qual development team/Sub10 0 1 61.704 279.29 Tm0

Person Specification

Job title: Regional Representative

Department: Strategy

Highly Desirable criteria are the optimum skills and experience the applicant will ideally have. Desirable criteria are those which would add value to the job if present, and also include potential for growth and development into the role.

Skills and Abilities

Highly desirable

- Well-developed written and verbal skills
- Communication skills
- Interpersonal skills
- Numeracy skills
- Presentational skills
- Organisational skills
- Analytical and problem solving skills
- IT literacy
- Ability to work to tight deadlines
- Ability to work under pressure
- Tact and diplomacy

Knowledge

Highly desirable

- Curriculum development principles and contexts
- Education policy relevant to developments in England in GCE, GCSE and other qualifications
- Teaching and learning and assessment techniques and their application.

Telerau ac Amodau Gwasanaeth		Terms and Conditions of Service	
Teitl y Swydd: Job Title:	Cynrychiolydd Rhanbarthol/ Regional Representative		
Cyflog: Salary:	£53,649.00 - £57,225.00 y flwyddyn/ per annum (Pro-rata)	Gradd: Grade:	12