

## Development Consultant

City & Guilds is the leading vocational awarding body in the UK, offering more than 500 qualifications over 29 industry sectors, through 8500 approved centres in around 100 countries worldwide.

Development Consultants will undertake activities such as:

- developing unit content
- drafting assessment materials – including multiple-choice questions and practical assignments
- reviewing and editing unit content and assessments
- calculating and reviewing content learning hour values
- ensuring that unit content and assessment materials are valid, fit for purpose and meet industry and regulatory requirements.

You will need:

- teaching and assessment experience in the relevant subject and level
- up-to-date subject matter knowledge
- up-to-date industry experience/knowledge
- experience of developing unit content and/or assessment materials
- an understanding of current qualification design and delivery practice
- an understanding of assessment principles
- a passion for developing quality educational resources
- access to a secure PC with a firewall, up to date anti-virus software, private broadband access, and a personal, private e-mail account.

Successful applicants will:

- collaborate well with others
- give and receive constructive feedback
- be organised and work to fixed deadlines
- maintain high standards of quality and accuracy
- maintain confidentiality and security of materials whilst in development.

To support your application, please submit your CV, outlining your qualifications, experience and how you meet the requirements of the Development Consultant role to [development.recruitment@cityandguilds.com](mailto:development.recruitment@cityandguilds.com).