



CACDP is committed to promoting communication between deaf and hearing people. We will do this by offering high quality nationally recognised assessments and awards in sign language and other forms of communication, and registration systems for Language Service Professionals.

## **LEVEL 1 BSL/ISL EXTERNAL ASSESSORS**

**Salary £2.80 per candidate. (Work from home)**

The primary role is to assess Level 1 BSL video-recorded assessments within a timescale.

The persons appointed should have the following skills and knowledge:

### **Essential**

- A Level 3 BSL/ISL qualification or signing skills at Level 3.
- Knowledge of sign linguistics.
- Objectivity, fairness and honesty.
- Organisational and communication skills.
- Ability to read and understand written English used in the Level 1 BSL/ISL Qualification Specification.

### **Desirable**

- Knowledge of Level 1 Certificate in British/Irish Sign Language.
- A teaching qualification.
- Teaching experience.
- Skills/qualification in assessment.
- Knowledge of Word documents and an email address.

We will advise you after the closing date if your application has been successful. If you are selected for training as an assessor for Level 1 BSL/ISL, you will need to attend one of the following training days:

**28 October – Darlington**

**12 November - London**

**Closing date: Friday, 26 September at 10am**

Application forms and further details are available from Joanne Wears, CACDP, Durham University Science Park, Block 4, Stockton Road, Durham, DH1 3UZ.  
Tel: 0191 383 1155 – Textphone: 0191 383 7915 – [joanne@cacdp.org.uk](mailto:joanne@cacdp.org.uk)

Alternatively, you can download the application form and details from [www.cacdp.org.uk](http://www.cacdp.org.uk).

April 2008

Dear Colleague,

### **Recruitment of Level 1 BSL/ISL External Assessors**

CACDP are now looking to expand their pool of Level 1 BSL/ISL assessors.

Level 1 Certificate in BSL/ISL consists of three units. Two of the three units are assessed externally by CACDP-appointed assessors. The assessors mark the video-recorded assessments at home and they can arrange to do this around their other work and family commitments. Assessors will be paid £2.80 for each candidate assessed.

CACDP need people who have the following skills and knowledge:

#### **Essential** (must have)

- A level 3 BSL/ISL qualification or signing skills at Level 3.
- Knowledge of sign linguistics.
- Objectivity, fairness and honesty.
- Organisational and communication skills.
- Ability to read and understand written English used in the Level 1 BSL/ISL Qualification Specification.

#### **Desirable** (useful to have but not necessary)

- Knowledge of Level 1 Certificate in British/Irish Sign Language.
- A teaching qualification.
- Teaching experience.
- Skills/qualification in assessment.
- Knowledge of Word documents and an email address.

If you have what CACDP are looking for and want to be part of a dynamic team, then this is for you! Complete the application form along with a short video presentation and send it to us by **26 September 2008**.

After the closing date, all applications will be put through the selection process to confirm you have the necessary qualifications and experience to be selected for training. A letter will then be issued to you following this to inform you if you have, or have not, been selected.

CACDP are running two Level 1 BSL/ISL External Assessor training courses in the autumn. Successful applicants are expected to attend a full day's training. Lunch and tea/coffee will be provided but CACDP will **not** pay for travel expenses.

Thank you for your interest in CACDP and we look forward to receiving your application form and video.

Yours faithfully

Val Summerbee  
Training and Support Manager



# ASSESSOR/MODERATOR TRAINING APPLICATION FORM

Which Assessor/Moderator training event are you applying for?	Event date:
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## PERSONAL DETAILS

Title:	First Name:	Last Name:
Address:   Postcode:		Telephone/Textphone No:
		Fax No:
		SMS:
Email:		

## CACDP QUALIFICATIONS

Please list your CACDP qualifications.	When?

## ASSESSOR EXPERIENCE/QUALIFICATIONS

Please list any assessor experience and/or qualifications.	When?

## LINGUISTICS COURSES

Please list any Linguistics courses you have done or are doing.

When?

Please list any Linguistics courses you have done or are doing.	When?

## TEACHING QUALIFICATIONS

Please list any Teaching qualifications you have done or are doing.

When?

Please list any Teaching qualifications you have done or are doing.	When?

## TEACHING EXPERIENCE

Please explain what teaching experiences you have.

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## PERSONAL STATEMENT

Please give your reasons for applying on the training course. Outline the skills and experience that, in your view, make you a suitable applicant.

Please use a continuation sheet if necessary.

## LANGUAGE SERVICE PROFESSIONAL (if applicable)

Please note that at BSL Assessor/Moderator Training events, we do not provide communication support as these courses are delivered in BSL.

Speech to Text Reporter

Notetaker

BSL/English Interpreter

Lipspeaker

Deafblind Manual LSP

Other (please give details below)

I will be bring my own Language Service Professional

(please provide name and contact details of LSP below)

## MATERIAL FORMAT (if applicable)

Large Print

Braille

## DIETARY OR ANY OTHER SPECIAL REQUIREMENTS (if applicable)

Please explain clearly any requirements you have:

## DATA PROTECTION ACT 1998

**CACDP Charity No: 1071662**

The information you provide may be used in connection with CACDP's assessments, awarding and registration processes, charitable activities, products, services and events.

We will not disclose this information to any other person or organisation, except in connection with the above purposes. CACDP's Data Protection Statement is available from the CACDP website ([www.cacdp.org.uk](http://www.cacdp.org.uk)) or by contacting CACDP's Head Office.

Your full name:

## OTHER INFORMATION

Are you:

Deaf BSL user

Deaf English User

Hard of Hearing

Hearing

Deafblind

Other

## REFERENCES

Please give the names and addresses of two references who can provide comments on your work performance. If you are unable to provide employment referees you should provide academic or personal referees, clearly stating your relationship to the referee.

Name:

Referee's Job Title:

Company Name:

Address:

Telephone/Textphone No:

Fax No:

Postcode:

Relationship, if any:

Email:

Name:

Referee's Job Title:

Company Name:

Address:

Telephone/Textphone No:

Fax No:

Postcode:

Relationship, if any:

Email:

## DECLARATION

I certify that the information I have given in this application is true and correct to the best of my knowledge. I have completed all relevant sections of this application form and have requested references to support my application.

Signature:

Date:

# IMPORTANT INSTRUCTIONS FOR SUBMITTING VIDEO/DVD WITH APPLICATION FORM

## (BSL1 EXTERNAL ASSESSOR TRAINING ONLY)

Along with the application form, you **must also submit a short video/DVD**.

On the video/DVD, you need to tell us the following:

**“Why am I applying to go on the training course. What skills and experiences do I have?”**

To ensure that the selection process is as smooth as possible, please follow the guidelines below:

### GUIDELINES:

1. Make sure you write your name on the video/DVD **and** case.
2. Your presentation should be **between 2 – 3 minutes** long.
3. Introduce yourself at the start.
4. Tell us why you would make a good BSL/ISL assessor for CACDP. Keep to the point.
5. Check that your video/DVD is working fine. CACDP will not accept videos/DVDs that are badly filmed, e.g. grainy, dark, blurry, etc. It must be clear and easy to watch.
6. You must submit your **application form** and **video/DVD together**, not separate.
7. Your application and video/DVD must reach CACDP by **26 September 2008**. Applications received after this date will **not** be accepted.

### NOTES:

- CACDP cannot be held responsible for videos/DVDs lost or damaged in the post.
- All application forms and videos/DVDs will be acknowledged when they are received by CACDP.
- All videos/DVDs will be viewed **after** 26 September. You will not get another chance to ‘redo’ the video/DVD if there is a problem with it.
- All videos/DVDs will be returned to their owners after selections have been made.
- CACDP will accept the following media formats: DVD and Mini DV. Video clips sent via email will **not** be accepted.