

# Appointment of Principal Examiner Level 3 Food Science & Nutrition Unit 2

## Role Profile and Application Form

### **ROLE PROFILE**

#### **Purpose:**

WJEC is recruiting for a Principal Examiner. The successful candidate will be responsible for the assessment of Level 3 Food Science & Nutrition Unit 2 examination.

The Principal Examiner is responsible for the setting of the question papers and mark schemes and ensuring the standardising of marking.

#### **Responsibilities:**

- < set the questions and mark schemes for the question paper or approve those by other examiners
- < attend the Question Paper Examination Committee meeting
- < monitor the standards of marking of all the examiners for the paper, including, where necessary, any assistant examiners and team leaders, and take appropriate steps to ensure accuracy and consistency
- < advise on the appointment, training and reappointment, where necessary, of team leaders and examiners for the question papers
- < attend the awarding meeting, advise members on how the question paper functioned and recommend preliminary mark ranges for the judgemental grade boundaries for the question paper
- < submit an evaluation report on the performance of the question paper/tasks
- < be available to carry out review of marking at each session as required by WJEC for Enquiries about Results during the relevant periods

Principal Examiners need to be available for approximately five days a year which

