



**The Mid Somerset
Consortium**

External Moderator

Consultancy basis

Hours: 2 days

June-July 2026 and yearly thereafter

3-year agreement

Fixed fee: £450 per day plus fuel claim

We are seeking to appoint an External Moderator to act as an independent quality assurer for the assessment, moderation, and standards processes across our Initial Teacher Training (ITT) programmes. The External Moderator will provide objective oversight and professional guidance to support the maintenance of consistency, fairness, reliability, validity, and compliance with relevant regulatory and professional requirements. External Moderators play an important role in upholding academic quality and standards, helping to ensure that our awards are comparable with those of other institutions and that our quality assurance processes are applied consistently across all provision.

Candidates will:

- Review and quality assure assessment and moderation processes across our ITT programmes
- Provide independent oversight of trainee outcomes and standards
- Evaluate the consistency, validity, and fairness of assessment decisions
- Support continuous improvement through constructive feedback and professional recommendations
- Produce a written report following moderation activities
- Attend online Exam Board meetings
- Ensure alignment with relevant sector expectations, frameworks, and professional standards

We can offer you:

- The full support of a dedicated committed team of staff
- The benefit of working with an innovative and forward-thinking Trust
- The opportunity to support our initial teacher training programme inspiring emerging teachers
- Flexible working arrangements
- Competitive remuneration on an associate basis

To apply for this position please send your CV with covering letter to SCITT Director, Jo Lock Smith, at jlocksmith@mscitt.org.uk. Your letter should be no more than two pages, detailing your experience to date and why you are the best candidate for this role. Early applications are encouraged; we reserve the right to close this advert prior to the closing date.

Closing Date: Monday 18th May 2026

Interview/Decision Date: TBC

The Wessex Learning Trust is committed to safeguarding young people and promoting the welfare of children, and all staff appointed will undergo online checks and will be required to undertake an enhanced Disclosure and Barring Service Check.



Proud to be part of
Wessex
Learning Trust



External Moderator Person Specification:

Essential	Desirable
Experience	
<ul style="list-style-type: none"> • Significant experience with Initial Teacher Training • Enthusiastic about teaching and learning • Current or recent experience in quality assurance, inspection, moderation, or external examining • Strong understanding of ITT compliance and regulatory frameworks • Knowledge of Ofsted and ITT inspection requirements • Commitment to maintaining high academic and professional standards • Ability to facilitate consistency and standardisation across programmes and assessors 	<ul style="list-style-type: none"> • Experience of assessment and moderation processes within teacher education • Previous experience as an External Examiner or External Moderator • Experience across primary and/or secondary initial teacher training provision • Familiarity with the postgraduate teaching apprenticeship or school-based ITT routes • Familiarity with the Assessment Only route for QTS • Commitment to continuous professional development and sector engagement
Personal Skills	
<ul style="list-style-type: none"> • Be organised and professional • Ability to work collaboratively with academic and professional teams while maintaining independence and objectivity • Excellent analytical, communication, and report-writing skills • The ability to provide objective and constructive professional challenge • Strong professional integrity and ethical judgement 	<ul style="list-style-type: none"> • Confident and professional in all your verbal and written communication • Confident in providing constructive challenge and developmental feedback • Strong critical evaluation and decision-making skills • Confidence using digital systems and virtual moderation platforms where required
Qualifications	
<ul style="list-style-type: none"> • Qualified Teacher Status (QTS) • Substantial teaching experience 	





External Moderator Job Description:

Post:	External Moderator
Contract:	By Agreement, for up to 3 years
Hours:	2 days per year, June-July
Salary:	Fixed fee, £450 per day plus fuel claim (no other expenses)
Reporting To:	SCITT Director

Job Purpose:

- Provide independent quality assurance of assessment, moderation, and standards processes across Initial Teacher Training (ITT) and Assessment Only programmes
- Support the consistency, fairness, reliability, and compliance of trainee assessment and programme delivery
- Contribute to maintaining high academic and professional standards through objective scrutiny, feedback, and recommendations for improvement

Duties and Responsibilities:

Duties

- Review and quality assure assessment and moderation processes across designated ITT and Assessment Only programmes.
- Review the in-school mentors and mentor training programme.
- Review a sample of trainee outcomes through school visits, trainee formative tasks, documented evidence, and grading decisions.
- Review the consistency and accuracy of assessment judgements.
- Attend Exam Board meetings where required.
- Review compliance in relation to the Department for Education (DfE) requirements; Ofsted expectations; ITT Quality Requirements; The Teachers' Standards; and any other relevant statutory or regulatory guidance.
- Provide a written report with recommendations.
- Identify areas of strength, risk, and improvement.
- Support the Mid Somerset Consortium in maintaining robust quality assurance systems.

Responsibilities

- Perform the services with reasonable skill, care, diligence, and professional competence.
- Maintain independence and objectivity.
- Declare any actual or potential conflicts of interest immediately.
- Keep all trainee, staff, school and Provider information confidential.





- Complete all agreed reports within the specified timescales.
- Maintain accurate records of moderation activities undertaken.
- Notify the Provider promptly of any concerns regarding quality assurance or regulatory compliance.

Additional information:

- The Moderator shall act as an independent contractor and not as an employee of the Provider.
- The Wessex Learning Trust is committed to safeguarding and promoting the welfare of children and young people. All staff working within the Trust are expected to share a commitment to doing this. You will be expected to follow and promote the procedures in the child protection and safeguarding policy and report any concerns in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children and young people gives cause for concern the Trust's child protection procedures will be followed alongside implementation of the Trust disciplinary procedures.
- Independent contractors are expected to be courteous to colleagues and to maintain a professional standard of demeanour and dress and ensure the aims, priorities and policies of the Trust are adhered to.
- Other duties: candidates may carry out any other duties as reasonably requested by the Trust Central Team, SCITT Director and Operations Manager, and attend relevant meetings as required.
- External staff must uphold the responsibility and duty of confidentiality.
- Candidates will demonstrate excellent communication skills, literacy, and numeracy.
- This job description is current as at the date shown, and whilst every effort has been made to explain the main duties and responsibilities of the post, not all individual tasks undertaken will necessarily have been identified. The job description will be reviewed annually or at other appropriate times as determined by the Trust.

