

EFQM Assessor Training Key Points

Delegates are required to:

1. Complete pre-course work which delegates receive 6 weeks prior to the course. The pre-work will take approximately 10-15 hours, is a pre-requisite for attendance and should be submitted a week prior to the course. This is to provide time for the tutor to review and because the Assessor course uses and builds upon the pre-course homework.
2. Complete a short homework assignment on the evening of Day 1; this will take no more than 1 hour to complete and is explained by the tutor on the course.
3. This is a pass/fail course. Throughout the 2 days, your performance will be evaluated by the tutor based on an Assessor Competency Framework, taking account of your teamwork contributions, evaluation of information, feedback and written exercises; this is so that you can further develop your strengths and work on your areas for improvement.
4. Passing the course will demonstrate to colleagues and peers that you have acquired the skills and knowledge to assess an organisation as part of a high performing assessment team; it will enable you to perform self-assessment and external assessment, allowing you to build real experience.
5. Another way to put your training into practice is by taking part in a Recognised for Excellence assessment, where you will be part of an Assessment Team made up of Assessors from various organisations across Scotland. It is an excellent opportunity to develop professionally and discover best practice you can bring back to your own organisation.