

EFQM Qualified Assessor Training Key Points

Delegates are required to:

1. Complete pre-course work which delegates will receive 6 weeks prior to the course. The pre-work will take approximately 15-20 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 (15-20 minutes) and a longer piece of homework on the evening of Day 2 which will take 1-2 hours to complete and is explained by the tutor on the course.
3. This is a pass/fail course. Throughout the 3 days, your performance will be evaluated by the tutor, based on an Assessor Competency Framework. The individual assessment and coaching is based on your team work 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 this course will demonstrate to colleagues and peers that you have acquired the skills and knowledge to assess an organisation effectively as part of a high performing assessment team. As well as developing and practicing managerial skills, it will enable you to perform self-assessment and external assessment, allowing you to develop your experience further.
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.