

ASSESSOR INFORMATION PACKAGE

The Certification of Highly Accomplished and Lead Teachers is a rigorous and transparent national approach to recognising highly skilled classroom teachers. This is voluntary certification, based on the Australian Professional Standards for Teachers (APST).

Certification of Highly Accomplished and Lead Teachers:

- recognises and promotes high quality;
- provides an opportunity for teachers to reflect on their practice; and
- provides a reliable indication of quality teaching that can be used to identify, recognise and reward Highly Accomplished and Lead Teachers.

A nationally consistent approach to certification is used that maintains uniformity of Standards and judgements across the nation, while being able to be implemented at scale in the diverse contexts in which Australian teachers work. To ensure national consistency, rigor and quality of certification, Certifying Authorities certify teachers against the APST, using Assessors of the highest quality who successfully complete the national Assessor Training Program (ATP) developed by the Australian Institute for Teaching and School Leadership (AITSL).

About the role

- An applicant's achievement against the APST is determined through an independent assessment
- of evidence by two Assessors, who are external to the school/setting of the applicant.
- Assessors are trained in the certification and assessment process and will have the expertise to assess an applicant's achievement against the APST at the relevant career stage and in the applicant's context.
- The use of experienced Assessors and consistent Assessor training are key components of the quality assurance measures for the Certification process.
- Assessors will be identified using an in-depth Expression of Interest (EoI) process.
- Assessors may be teachers, school leaders, managers, specialist staff or others who have the expertise and training to successfully undertake the role.
- In 2022/23, Assessor training for those selected from Catholic School Authorities in Queensland will be undertaken in liaison with the Queensland College of Teachers (QCT) and the Queensland Catholic Education Commission (QCEC).

Eligibility and Conditions of Appointment

1. Assessors must hold current full registration with QCT.
2. Assessors must successfully complete all required training in Term 4 2022 and Term 1 2023 before being appointed.
3. Trained assessors will be available to form part of a pool of Catholic School Authority assessors who will be used to undertake assessments of HAT and LT applications. It is estimated that the time required to undertake the assessment per application will be approximately:

- Assessment Stage 1: 12 - 15 hours assessing the collection of evidence, referee contact, conferring with another Assessor and writing a Stage 1 report.
 - Assessment Stage 2: A virtual school visit, conferring with another Assessor and writing a Stage 2 report. NB: unsuccessful HAT and LT applicants at Stage 1 do not progress to Stage 2.
4. Assessors in the pool may be allocated to undertake applicant assessments taking into consideration: geographical location of the Assessor/applicant, conflict of interest issues and compatibility of Assessor/applicant (i.e. area of expertise, specialisation, level, etc.)

Requirements of a HAT and LT Assessor

1. Successfully complete the AITSL National Assessor Training Program managed by QCT. This will require approximately 40 – 50 hours online training and two days in training facilitated by QCT and completion of a mock portfolio with moderation in 2023. The ATP is rigorous and challenging professional learning and includes 4 online assessments.
2. Undertake assessment of applications for certification as either Highly Accomplished Teachers or Lead Teachers at Assessment Stages 1 and 2, in keeping with the requirements of the National Certification process.
3. Complete required documentation and reporting for Stages 1 and 2 of the certification process.
4. Provide written reports, to the QCT as the Certifying Authority, on applications at Assessment Stage 1 and 2 of the certification process.
5. Participate in all moderation activities as required by QCT and/or AITSL.
6. Comply with all lawful instructions in performing their duties and perform all duties diligently, honestly and to the best of their ability.
7. Maintain confidentiality, report any potential conflict of interests, act ethically and carry out all duties in a professional manner.
8. Work collaboratively and effectively with QCEC, Catholic School Authorities, other Assessors, and the QCT.

How your Expression of Interest will be assessed

1. High level knowledge and understanding of the Australian Professional Standards for Teachers and how you have used the Standards to promote quality teaching within your school or setting.
2. A general understanding of the AITSL Certification of Highly Accomplished and Lead Teachers process and the role of the Assessor within the National Certification process.
3. Excellent understanding and articulation of current pedagogy and classroom practice and what constitutes quality teaching.
4. Demonstrated experience in observing teachers' practice and providing professional advice and constructive feedback.
5. High level analytical skills including the capacity for moderated judgements of evidence of teachers' work.

6. Demonstrated high order interpersonal and communication skills including the ability to work collegially, to write quality reports and the capacity to work to deadlines.
7. Successful teaching and/or educational leadership experience in a school setting.