Llywodraeth Cymru
Welsh Government

Information pack for applicants

National Endorsement Panel

Appointment of Endorsement Panel Core Members

Closing date: 04/11/24

What is included in this pack

Annex A - Role description and person specification
Annex B - The purpose of the National Endorsement Panel
Annex C - The selection process

Making an application

Thank you for your interest in the appointment of members to the National Endorsement Core Panel.

To apply, please submit your personal statement, an up-to-date CV and two references to isadranaaadp.pl&pldivision@gov.wales by 5pm on 4 November 2024.

Personal Statement

The personal statement is your opportunity to demonstrate how you meet each of the criteria set out in the person specification (Annex A). How you choose to present the information is up to you. However, you should aim to provide detailed examples that demonstrate how your knowledge and experience matches each of the criteria, and which describe what your role was in achieving a specific result. It will also benefit the selection panel if you can be clear which particular evidence you provide relates to which criteria. Providing separate paragraphs in relation to each criterion is common practice.

Please limit your personal statement to two pages.

CV

Please ensure your CV includes brief details of your current or most recent post and the dates you occupied this role.

References

Please provide two referees (employer and personal) on your CV who will be contacted for successful candidates only.

Indicative timetable

Closing date:	4 November 2024
Shortlisting:	November 2024
Interviews:	November/December 2024

Contacts:

For further information regarding the selection process, please contact the Welsh Government's Pedagogy, Leadership and Professional Learning Division
Email: isadranaaadp.pl&pldivision@gov.wales

Annex A - Role description and person specification

Role and responsibilities

We want all practitioners to have access to quality professional learning to enable them to deliver high standards and aspirations for all. Our new professional learning endorsement process is playing a key role in our journey to achieving this by providing assurance that professional learning provision has met the required quality standards.

The endorsement process is led by a national Panel which includes education professionals, senior leaders and practitioners and is chaired by Professor Ken Jones.

The Panel is responsible for setting and refining the endorsement criteria and quality assuring all professional learning provision submitted for endorsement against these criteria.

In order to ensure breadth and depth in experience and practice, a wider endorsement group has been appointed to provide the core Panel and the Chair with specific expertise when this is needed.

The first pilot of the professional learning endorsement process, focused on the national newly qualified teacher (NQT) induction programme, has been completed and the programme has received endorsed status.

We are looking to appoint two experienced Welsh-medium practitioners to join the core National Endorsement Panel. We would like to recruit new members to support the next pilot endorsement round, opening later this term.

All Panel members are expected to:

- Provide expert advice on professional learning provision to ensure that practitioners and school leaders can confidently access a wide range of professional learning that has been quality assured at a national level.

- Work in collaboration with the Endorsement Panel Chair to review and refine endorsement criteria as appropriate to ensure that only professional learning that is of the highest standard receives endorsement.

- Participate in a minimum of one Panel meeting per term. This will include independent scoring of the submitted provision against the agreed criteria plus an interview with the professional learning provider(s).

- Where providers are unsuccessful in gaining endorsement, contribute to the feedback that will be provided to them by the Chair to enable them to reapply for future endorsement if they choose to.

- Ensure propriety, regularity and independence at all times and identify immediately if any conflicts of interest arise.

- Actively contribute to wider discussions with Welsh Government on the strategic direction of professional learning policy and ensure that all professional learning provision that is endorsed contributes to the long-term vision for professional learning in Wales.

- Contribute to ongoing quality assurance of professional learning provision following endorsement to ensure adherence to the endorsement criteria.

- Identify gaps in professional learning provision and where there is evidence of a new or emerging professional learning need that should be addressed.

- Work in collaboration with the Chair to identify where additional expertise is needed as part of the wider Panel, set the criteria for these additional Panel members and participate in the recruitment process.

Person Specification

The skills and experiences we are looking for are set out below. To be considered, you must be able to demonstrate that you have the qualities, skills and experience to meet all the **essential criteria** for appointment.

Essential Criteria

All candidates will need to demonstrate the following:

- Outstanding knowledge and experience of developing, delivering and quality assuring professional learning provision in a range of educational contexts.

- Proven experience at a senior level of leading professional learning across a school or other educational organisation.

- Excellent understanding of wider educational policy in Wales and the professional learning needs that these national policy priorities generate for practitioners.

- Welsh Language skills at the levels detailed below are essential for this role.

  Understanding - Can understand all work-related conversations
  Reading - Full understanding of all work-related material
  Speaking - Fluent
  Writing - Can prepare written material for all work-related matters

Desired Criteria

- Experience of developing and leading professional learning in a national context.

- Experience of undertaking research into professional learning, with an extensive understanding of the approaches to professional learning that are the most effective and have the most sustained impact on both practice and learner outcomes.

Key facts about the post

Location:	Panel meetings will mainly be held virtually via MS Teams, with some in-person meetings.
Time Commitment:	Approximately one day a term. During endorsement rounds, this may increase to two or three days a term.
Duration:	Two years, with a review in November/December 2026.
Remuneration:	This depends on employment status. Panel members employed within a school will be paid actual supply cover costs of up to £337 per day depending on your daily rate. Travel and other reasonable subsistence expenses within reasonable limits will also be covered.

Annex B - The purpose of the National Endorsement Panel

Effective, career long professional learning is critical in ensuring that standards of teaching and learning continue to improve and must be part of every practitioner's day-to-day practice. Wales has a long history of investment in professional learning at every level of the education system and Welsh Government, in partnership with key education stakeholders, is committed to creating and sustaining a culture of ongoing professional learning for all practitioners.

Developing a new quality assurance model for Wales

The National Professional Learning Entitlement (NPLE) sets out the entitlement to professional learning for all practitioners, but it does not ensure that the professional learning provision that they have access to is of a consistent high quality. We have therefore introduced a professional learning quality assurance process in Wales that is aligned to the National approach to professional learning (NAPL) as well as the NPLE.

This approach ensures that professional learning provision that has passed through the Welsh Government's quality assurance processes is high quality and meets the professional learning needs of practitioners in Wales.

There are 3 levels of quality assurance for professional learning provision in Wales: Accredited, Endorsed and Recognised.

- **Accredited:** the provision leads to national and/or internationally recognised qualifications. Accreditation is undertaken by the individual provider.

- **Endorsed:** the provision supports national priorities. For leadership provision, this is led by the National Academy for Educational Leadership. For other national provision, this is led by the Welsh Government and managed by the National Endorsement Panel.

  The majority of endorsed programmes will be delivered at a national level by non-commercial providers.

  Endorsed programmes are confirmed by the Welsh Government as meeting the expected standard of quality (the endorsement criteria). Endorsement lasts for up to five years from the date of the decision with a requirement to monitor and review every two years.

- **Recognised:** smaller scale/localised provision is quality assured through a peer review process, based on the national endorsement criteria. The quality assurance criteria and process will be developed by the Endorsement Panel.

Annex C - The selection process

The recruitment panel will assess candidates' CVs and personal statements to determine who best meets the criteria for the role, and who will be invited to interview. When sifting the applications, the panel will rely only on the information you provide in your CV and statement to assess whether you have the skills and experience required. Please ensure that you provide evidence to support how you meet all of the essential criteria.

Applicants will be notified of the sift outcome via email. Successful, applicants will be invited to interview with at least five working days' notice. Interviews will be held in November/December via Microsoft Teams.

If you are invited to interview and are unable to make the arranged interview date, we will endeavour to re-arrange it if possible, however please note but it might not be possible due to time constraints within the appointment timetable or selection panel availability.

If invited to interview, the interview panel will review your skills and experience, asking specific questions to assess whether you meet the criteria set for the post.

If you are successful, you will receive an email appointing you as a member of the core National Endorsement Panel, which will confirm the terms and conditions and code of conduct.

If you are unsuccessful at interview, you will be notified via email. We appreciate it takes a lot of time and effort to apply for roles and that feedback is a valuable part of the process. As a result, the letter will provide the details of who you may approach for feedback on your interview and application, if you so wish.

Following appointment

Initial appointment will be for 2 years, which will be reviewed in autumn term 2026.

The majority of meetings will be held virtually, with some meetings held in person. Depending on the geographical make-up of the Panel, this could be anywhere in Wales.

Every effort will be made to provide whatever reasonable support members who have a disability need to help them carry out their duties.

Queries

For queries about your application, please contact isadranaaadp.pl&pldivision@gov.wales