



NIACRO

CENTRE FOR DEVELOPMENT
ASSOCIATES INFORMATION PACK



Advertisement

Role: Associate Tutors, Assessor and Internal Quality Assurers

NIACRO is a voluntary organisation that has been working for 50 years to reduce crime and its impact on people and communities across Northern Ireland. Our vision is of a society in which the needs and rights of all citizens are equally respected. This includes victims of crime, adults and children who have offended, and those who are at risk of offending and their families.

Through the newly established NIACRO Centre for Development, we will offer a range of SFJ Awards' accredited qualifications to develop, consolidate and recognise the skills and expertise of those working to support adults who have offended and young people, children and families who have been or may be vulnerable to being impacted by their or others' crimes.

To further support our delivery, NIACRO is now recruiting for Tutors, Assessors and Internal Quality Assurers (as required) to join our Associates Register– individuals who bring relevant subject area specialisms and who share our vision, mission and values.

For further information please email the NIACRO Centre for Development Manager, anna.clarke@niacro.co.uk

The closing date for submission of Expressions of Interest is 5pm Wednesday 5th April 2023.



About NIACRO

NIACRO is a voluntary organisation that has been working for 50 years to reduce crime and its impact on people and communities across Northern Ireland.

Our vision is of a society in which the needs and rights of all citizens are equally respected. This includes victims of crime, adults and children who have offended, and those who are at risk of offending and their families.

Our values are clearly articulated in our 2018-2023 Corporate Plan¹. Our work is informed by these values:

- **Justice:** We believe that everyone in society has the right to be supported and treated fairly.
- **Dignity:** We respect and value the worth of every individual and their family
- **Citizenship:** We recognise that members of society have both rights and responsibilities.
- **Anti-Violence:** We recognise and oppose violence and the threat of violence
- **Accountability:** We are accountable for all aspects of our work.

In 2022/23 NIACRO supported 5,500 people across 27 projects, working with:

- **Children & young people**, believing that early interventions can support children and young people to make positive life choices and avoid risk-taking behaviours.
- **Families affected by imprisonment**, believing people in prison and their families have the right to maintain (or not) relationships and helping families to access services strengthens their ability to cope, achieve effective resettlement and desist from crime.
- **Adults in prison and in the community**, believing that supporting people who have offended/who are at risk of offending to make positive choices contributes to desistance from crime.

NIACRO has recently established itself as the Northern Ireland Centre for Development for delivery of SFJ Awards accredited programmes and qualifications. NIACRO understands the value of SFJ Awards qualifications in helping to develop, consolidate and recognise the skills and expertise of our own project staff and others involved in supporting adults who have offended and young people, children and families who have been or may be vulnerable to being impacted by their or others' crimes.

Having successfully secured investment from the Northern Ireland's Dormant Accounts Fund to support establishment of the Centre for Development over a three-year period, we plan to develop the Centre as a sustainable source of income and develop a comprehensive programme of training and qualifications provision to meet areas of identified need within Northern Ireland's criminal justice sector.

SFJ Awards Suite of Qualifications

SFJ Awards is a nationally recognised and regulated qualification awarding and assessment organisation, working with organisations delivering services for public benefit, to ensure their teams have the right skills, being deployed in the right way. It quality assures and endorses qualifications, accreditations, and end-point assessments that enable workforces to operate safely and productively while inspiring public confidence.

SFJ Awards is part of the Workforce Development Trust Group, which includes Skills for Health, Skills for Justice and People 1st International.

¹ <https://www.niacro.co.uk/corporate-plan-2018-2023>



As the primary SFJ Awards Centre in Northern Ireland, NIACRO aims to provide training and qualifications for a range of public service providers that link with the criminal justice sector, including:

- Health and care services
- Local government
- Prison and custodial care services
- Probation services
- Community rehabilitation providers
- Voluntary sector organisations
- Legal services
- Police services
- Law enforcement agencies

The qualifications most relevant to NIACRO (and those we foresee delivering through the Centre for Development) fall under the heading 'Community and Social Justice' and include:

- Early Interventions
- Early Intervention & Family Support
- Supporting Survivors of Domestic Violence
- Restorative Practice
- Working with Victims, Survivors and Witnesses
- Community Rehabilitation

However, this list is not exclusive, and we may add further qualifications to our suite of provision.

Associates

To further support our delivery, NIACRO is now recruiting for individuals to join our Associates Register– individuals who are committed to learning, bring subject area specialisms in the above areas and who share our vision, mission, and values.

The Roles

As a SFJ Awards Centre, NIACRO is responsible for ensuring that our trainers, assessors, and internal quality assurers;

- are occupationally competent and/or knowledgeable as appropriate to the trainer, assessor or IQA role they are carrying out
- have current experience of training, assessing/internal quality assuring as appropriate to the trainer, assessor or IQA role they are carrying out, and
- have access to appropriate training and support.



Occupational Competence

Tutors and Assessors

Due to the risk-critical nature of work associated with the justice sector, tutors and assessors must understand the nature and context of the learners' work. This means that tutors and assessors must be, according to current sector practice, competent in the functions covered by the units they are teaching and/or assessing. They will have gained their occupational competence and be able to demonstrate consistent application of the skills and the current supporting knowledge and understanding in the context of a recent role directly related to the qualification units they are teaching/assessing as a practitioner, trainer, or manager.

Internal Quality Assurers

Internal quality assurers (IQAs) must be occupationally knowledgeable across the range of units for which they are responsible prior to commencing the role. Due to the risk-critical nature of the work in the justice sector, and the legal implications of the assessment process, they must understand the nature and context of the assessors' work and that of their learners. This means that they must have worked closely with staff who carry out the functions covered by the qualifications, possibly by training or supervising them, and have sufficient knowledge of these functions to be able to offer credible advice on the interpretation of the units.

Requirements

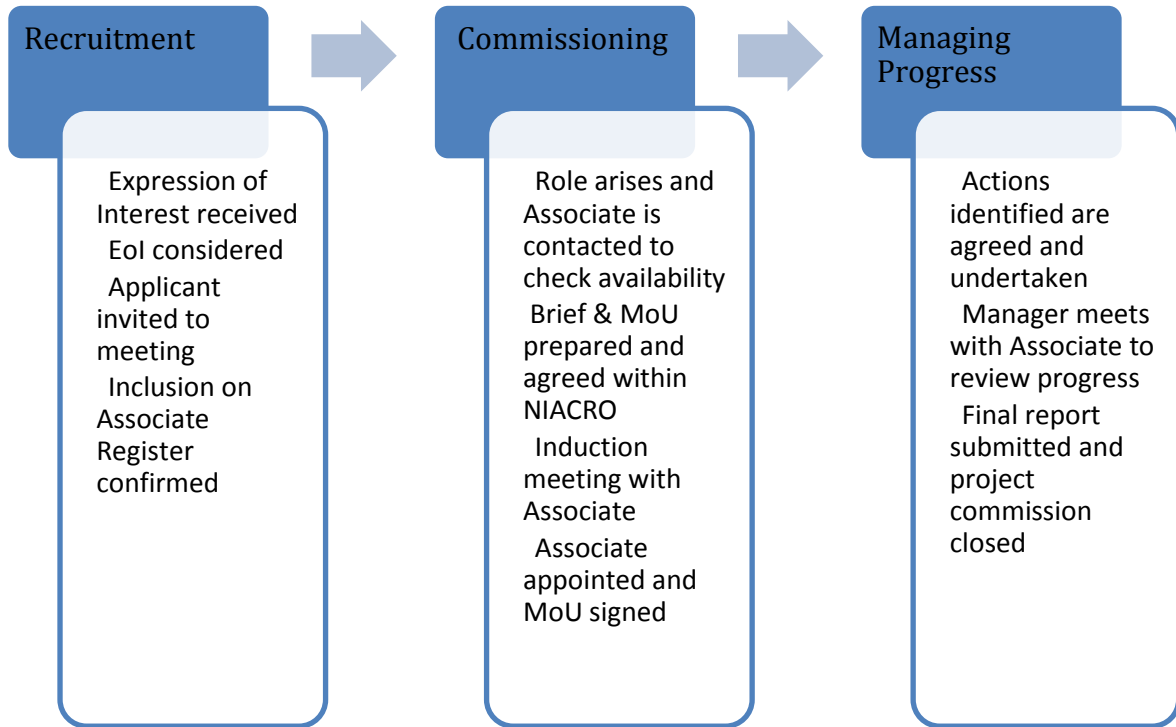
TITLE	Professional Associate (Trainer, Assessor, Internal Quality Assurer)
REPORTING TO	Manager, Centre for Development

FACTORS	MANDATORY CRITERIA AREAS
Qualifications and Training	Hold a recognised qualification at level 3 or above in one or more of the following: <ul style="list-style-type: none"> ● Education and training ● Assessment ● Internal Quality Assurance
Experience	A minimum of 3 years' experience, gained within the last 10 years, in one or more of the following specified areas of work: <ul style="list-style-type: none"> ● Early Intervention ● Early Intervention & Family Support ● Supporting Survivors of Domestic Violence ● Restorative Practice ● Working with Victims, Survivors and Witnesses ● Community Rehabilitation
Key Skills	<ul style="list-style-type: none"> ● Good organisational/ planning skills with ability to prioritise work ● Excellent oral and written communication skills ● Excellent interpersonal skills ● Ability to work as part of team ● Ability to work independently
Working Arrangements/	Able to work from home and attend meetings in NIACRO and work from different locations. Associates will be offered work on an as and when required basis.
Other	Have access to a suitable means of transport to fulfil the travel requirements of the role (if using own car it must be appropriately maintained and insured for business use).



Professional Associate Recruitment and Work Process

This recruitment process is intended to support the NIACRO Centre for Development to effectively deliver qualifications and training.



Payment and Memorandum of Understanding

All Associates will be required to sign a Memorandum of Understanding upon commission of services and payment will be at a rate of £350 per day/£175 per half day.

How to register your interest in inclusion in the Associates Register

Please send a covering letter and CV (max 5 A4 pages in total) to anna.clarke@niacro.co.uk by 5pm Wednesday 5th April 2023.

Please ensure you address how you meet the requirements of the roles you are interested in and provide details of two Referees who can comment on your ability to undertake these roles.

The provisional date for interviews is Monday 17th April.

If you have any queries or wish to discuss the roles further, please contact the Centre for Development Manager by email at anna.clarke@niacro.co.uk