

Call for applications

Cambridge ESOL Examinations - Oral Examiner

The Thüringer Volkshochschulverband e.V. is one of the approved Cambridge ESOL centres in Germany and is authorised to administer Cambridge ESOL examinations in Thuringia since 2001. As a result of our marketing efforts in the previous years we are counting growing numbers of supplier schools and external candidates. Currently we spread our activities out to the secondary school sector and expect growing numbers of candidates for the future. Therefore we would like to increase our existing team of Oral Examiners.

A Cambridge ESOL Oral Examiner has a key role in the whole process of assessing a candidate's English language ability. The mark for speaking skills constitutes at least 20% of the overall score of a Cambridge candidate and can clearly make a significant difference to whether a candidate is awarded a certificate or not. Furthermore, the Oral Examiner is perceived by many candidates as the "face" of Cambridge ESOL. Cambridge ESOL therefore places a very high store on the professionalism of Oral Examiners and has developed a major programme to standardise the procedures used in the recruitment, induction, training, co-ordination, monitoring and evaluation of Oral Examiners.

The nominee must meet the **minimum professional requirements** for examining work which are as follows:

- Education to first degree level or equivalent*
- A recognised TESOL qualification*
- At least three years' full time, relevant teaching experience
- Age over 25 and under the national retirement age on appointment
- Overall language proficiency relevant to the examination level, including clear diction in the case of oral examining.

*An applicant may be exempt either from the formal teaching qualifications or from the first degree/equivalence requirement (but not both) if she/he can demonstrate considerable relevant teaching experience supported by positive references.

If you are interested in becoming a Cambridge ESOL Oral Examiner in addition to your present employment please send a **short application letter** attached by a short **Curriculum Vitae** summarising your

- personal details,
- details about Higher Education (subjects for which degrees/certificates have been awarded, including TESOL qualifications)
- if your first language is not English please include details of English Language proficiency
- details of present employment or if working in a freelance capacity, please give details of activities (e.g. type of private teaching, publishing work, etc)
- examining experience of non-EFL/ESOL as well as EFL/ESOL Experience

We are looking forward to your applications.

Steffi Dietrich-Mehnert, M.A.
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