

IELTS Life Skills Examiner Minimum Professional Requirements

Examiner applicants are required to meet the Minimum Professional Requirements (MPRs) in three areas, as outlined below.

1) Qualifications

- a) An undergraduate or Master's degree or qualification(s) that can be demonstrated to be equivalent to an undergraduate degree or a Master's degree.

AND

- b) A TEFL/TESOL qualification from a recognised institution (at minimum certificate level)

Or

EFL / ESOL-related studies completed as part of an undergraduate / postgraduate award course from a recognised institution (minimum certificate level equivalent)

Or

A degree in Education (if supported by an undergraduate degree which includes studies focused on English language)

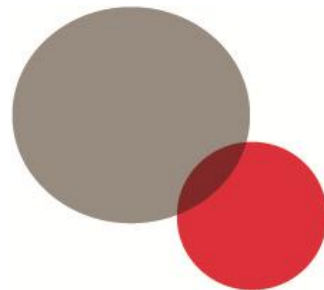
All qualifications must be validated by a reputable institution and accredited by a professional certification board. If requested, applicants are required to provide additional information regarding their qualifications (e.g. transcript, course curriculum, evidence of external validation, accreditation by a certification standards board etc). Any expenses related to verifying qualifications are to be paid by the applicant.

2) Teaching Experience

A minimum of three years' full-time TEFL teaching experience (or equivalent part-time) is required*. Almost all of this teaching experience must relate to adult students (16 years and over).

If an applicant's EFL / ESOL qualification is at Certificate level (or equivalent), at least one of the three years of full-time teaching experience must be post-EFL / ESOL certificate qualification. If the EFL / ESOL qualification is at Diploma level or higher, the teaching experience can have been completed before the qualification.

** Note: full-time teaching is classified as a minimum of 14 hours of face-to-face teaching per week. Freelance and volunteer teaching is not included.*



3) Professional Attributes and Interpersonal Skills

An Examiner is expected to have the following professional attributes and interpersonal skills:

- Completes tasks accurately and in sufficient detail
- Observes the need for confidentiality and security
- Responds positively to guidance and advice
- Acts professionally at all times
- Communicates effectively with colleagues and candidates and treats others with respect
- Is sensitive to cultural differences.

4) Assessment of Language Level

In order to examine effectively, Examiners must usually be the equivalent of an IELTS band 9 – this is an ‘Expert User’ on the IELTS Band Scale and is described as follows: *Has fully operational command of the language: appropriate, accurate and fluent with complete understanding.* In markets where recruitment is difficult, applications may be considered from applicants with IELTS overall band 7.0 or above (with a minimum band 7.0 in the Speaking module) **with the advance permission of the PSN Manager**, or, in extreme circumstances, and only for Examiners who **only** examine the A1 IELTS Life Skills test, IELTS overall band 6.0 or above (with a minimum band 6.0 in the Speaking module) **with the advance permission of the PSN Manager**.

NOTE: Examiners are required to adhere to a Code of Practice and Confidentiality Undertaking and follow all directives from the Centre Administrator and Life Skills Examiner Trainer. Information will be provided to applicants once recruitment and training have been successfully completed.