

Postgraduate certificate in Medical Education (PgCert) – The role of the assessor

The Royal College of Radiologists (RCR) approved assessors are experienced practitioners who have a recognised teaching qualification and work in the same specialty as the student. Assessors will be a current member of the RCR and should have a minimum of two year's experience of teaching in their specialty setting and ideally have experience in marking written assessments and in giving written feedback. This is a voluntary role, for which CPD credits can be claimed in line with the [RCR's CPD scheme \(4th Edition\)](#).

To become an assessor you will need to have:

- A recognised teaching qualification (desirable) or a high-level of subject expertise and/or relevant knowledge of assessment
- A minimum of two year's teaching experience in your specialty (essential)
- Some experience in marking written assessments and giving written feedback (desirable)
- The time to commit to the entire module (at least 12 weeks) (essential).

The main tasks to carry out are:

- To introduce yourself on the online forum at the start.
- Make time to contribute to the discussion boards, answering questions, prompting discussion, giving examples from your own experience or suggesting additional resources. We suggest this is a minimum of one hour a week.
- In week 5 or 7 (depending on module) give feedback on the formative assessment for your allocated students.
- In week 12-14 mark and give written feedback on the summative assessment for your allocated students.
- In week 19-20 mark any assignments that have been resubmitted (if appropriate).

You will also need to:

- Watch the training video about using the University's on-line Moodle and marking system
- Communicate with the module lead
- Familiarise yourself with the tutor's area on Moodle platform.

We require assessors to be:

- Attentive with your marking to ensure that it is fair and respectful and follows the module assessment criteria (set by the University)
- Meticulous in your approach to work and able to meet the deadlines specified by the university
- IT literate with access to a computer at home/work and a reliable broadband internet connection
- Sceptical - not accepting of arguments unless adequate warranting for claims are provided
- Open-minded and ready to be convinced by well made arguments even if views differ
- Empathetic with a sense of how students are feeling and how difficult it can be to navigate a new topic.