

Learning Frameworks Practice Advisor (IQA)– home-based with travel requirements (regional and national)

What we'd love you to do

- Support teams within a designated Mencap Training Academy area to have an overview of quality and compliance within their own services and help drive forward improvements.
 - Undertake internal quality assurance activities in line with requirements against RARPA and qualifications offered and maintain effective record of activity completed.
 - Provide support and advice to delivery teams, sharing good practice to drive quality improvements.
 - Providing coaching to delivery teams as needed to drive quality improvements.
 - Support with national quality assurance activities as needed, for example standardisation events, meetings.
 - Supporting our commitment to safeguarding learners in line with our safeguarding policies

About you

A passion for supporting busy teams with continual quality assurance and ensuring learners have a good experience

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"The right attitude and living our values is really important. You need be willing to learn, grow and change for yourself and for Mencap's future." Dean

Learning Frameworks Practice Advisor (IQA)–



About you

A passion for supporting teams to drive forward improvements and evidencing the work they do.

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"The right attitude and living our values is really important. You need be willing to learn, grow and change for yourself and for Mencap's future." Dean

What you will bring

- A good eye for detail
- A positive and proactive attitude
- Excellent administrative skills
- The confidence to build positive and collaborative relationships
- Integrity and professionalism
- The ability to work under pressure with conflicting priorities, good resilience.
- Excellent interpersonal, written and verbal communication skills
- Good Microsoft Excel/ Word and virtual working skills
- IQA qualification or willingness to work towards
- Teaching qualification desirable
- A willingness to travel to different locations

Your experience

- Undertaking quality assurance activity including observations, auditing and monitoring of records.
- Experience of teamwork and improving work practices through feedback and coaching.
- Applied knowledge of RARPA
- Understanding of Ofsted requirements in Further Education and Skills
- Experience of successfully using IT applications, such as Microsoft Excel/Word/Learner Management systems and other virtual working applications
- Experience of working with large amounts of confidential and sensitive information
- Experience of delivering teaching and learning
- Experience of working with SEND learners
- Experience of safeguarding.
- Maintaining own records to a high standard

Who you can expect to work with



Mencap's values and how they apply to this role

We are
Passionate
about making
the world a
better place

You will be passionate about how you can identify strengths and development areas to support delivery teams to drive continuous improvements to improve the experience of the people with a learning disability.

We are
Inclusive
of everyone

You will be inclusive by making sure that your work supports all Mencap colleagues and volunteers. Within the team, you will work to make sure all voices are heard, and different views listened to.

We are
Brave
we challenge
and try new
things

You will be brave by identifying improvements needed with ways of working across the delivery teams and within the Quality team. You will test things out and learn from mistakes

We are
Positive
in our work
and with each
other

You will be positive in how you work with your team, the delivery teams, the wider organisation and external individuals.

We are
Kind
to everyone

You will be kind and considerate in all your interactions, and will call out any behaviour that is not, so that people feel it is a safe place to work.