

## Job Description

<b>Job title:</b>	HLTA Facilitator (Preparer)
<b>Reports to:</b>	CPD Director
<b>Works with:</b>	CPD (Higher Level Teaching Assistant (HLTA))
<b>Location:</b>	Remote
<b>Main Purpose of Job:</b>	<p>Due to an increase in the number of HLTA candidates applying to Best Practice Network, we are seeking additional online preparers (facilitators) to join our small, friendly and skilful team.</p> <p>The role involves leading and/or supporting the online facilitation of two days' preparation of HLTA candidates for HLTA assessments. Essential training and support will be provided.</p>
<p><b>Essential criteria for BPN HLTA Facilitator (Preparers):</b></p> <ul style="list-style-type: none"> <li>• You must have experience of school leadership</li> <li>• You must have experience in supporting school staff to understand and meet professional standards</li> <li>• You must have experience as an HLTA assessor</li> <li>• You must be competent and confident in using technology to deliver online facilitation</li> </ul>	