

Assessor Coach

☆ Level 4 £ £7,000 🗓 15 months

1. What the role entails

The Assessor Coach (AC) is a dual professional. They use up-to-date professional knowledge and skills to support vocational and professional development across the formal Education and Training Sector (ETS) as well as in any employer setting at any level. ACs coach and assess vocational learners, usually on a one-to-one basis, in a range of learning environments. Coaching skills include complex communication techniques to actively listen, provide feedback and to engage learners in planning their individualised learning programme. ACs work co-operatively with other ETSS or professionals to help learners develop vocational competence and wider skills for employability and professionalism.

NCFE's end-point assessment (EPA) team includes a range of sector specialists in these employment areas for the Level 4 Assessor Coach standard:

- Health
- Social care
- Education
- Business
- Management
- Compliance and finance
- Digital

If you offer a sector or specialism which doesn't appear in the above list, please contact the Customer Relationship team at epa@ncfe.org.uk for more information.

2. On-programme assessments

Before entering Gateway, the apprentice must complete the following on-programme assessment requirements:

- Knowledge, skills and behaviours (KSBs) – confirmed by the employer and by the submission of a Showcase
- Mandated qualification Level 1 Safeguarding
- Level 2 in English and maths
- Level 2 in ICT.

3. Gateway requirements

The decision to take an apprentice through Gateway is made between the employer, independent training provider (ITP) and apprentice. The apprentice must complete all the on-programme elements before they enter Gateway, including the completion of a Showcase that will inform the Professional Discussion.

4. End-point assessment

The EPA for Assessor Coach contains two methods of assessment:

Assessor Coach Observations (ACOs)

2 ACO sessions with a minimum of 2 different learners, totalling 120 minutes (+/- 10% at the Independent End-Point Assessor's [IEPA] discretion). The ACOs will involve learners who are taking part in a genuine coaching or assessing session. Following the ACOs, the IEPA will, where necessary, question the apprentice to address any KSBs that may not have been apparent.

Grading: the ACOs are weighted (x2) due to the importance of this aspect. They are graded Pass or Distinction and account for 70% of the total EPA.

Professional Discussion (PD)

The PD session will last for 60 minutes (+/- 10% at the IEPA's discretion). During the PD, the IEPA will clarify and validate the apprentice's claim to meeting the AC standard through ongoing practice. The learner will illustrate this in the exemplary evidence in the Showcase. The IEPA will prepare questions for the PD after evaluating the Showcase. These questions will address and clarify any practices where there appear to be gaps in fully meeting the AC standard.

Grading: the PD is weighted (x1). It is graded Pass or Distinction and accounts for 30% of the total EPA.

5. Grade aggregation table

	Points	Overall grade
Assessor Coach Observations	0 - 30 points (x2)	Fail
	31 - 35 points (x2)	Pass
	36 - 42 points (x2)	Distinction
Professional Discussion	0 - 23 points (x1)	Fail
	24 - 29 points (x1)	Pass
	30 - 36 points (x1)	Distinction
Final grade	0 - 85 points	Fail
	86 - 101 points	Pass
	102 - 120 points	Distinction

6. Completion and certification

We'll activate certification once the apprentice has successfully completed all EPAs, and the IEPA has verified this. Working with the apprenticeship certificate issuing authority, we'll ensure the apprentice receives their certificate.

7. What next?

With additional experience, the Assessor Coach may be able to progress onto a full teaching role within an education and training provider organisation.

Why NCFE?

We're an approved End-Point Assessment Organisation (EPAO) specialising in EPA delivery across health, education, social care, digital and business apprenticeship standards. We offer flexible and reliable EPA solutions supported by sector expertise, guidance documents and proactive service and support.