# Role description

# Role Title: NAAS Standards Setting Panel Member

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| Overview | The National Assessment and Accreditation System (NAAS) enables child and family social workers to develop further their skills and knowledge aimed at improving outcomes for children and families. The Department for Education (DfE) is establishing a NAAS standards setting panel which is tasked with setting the standards for new NAAS assessments.  Panel members will be experienced child and family social workers and will act as directed by the panel chair to fulfil the panel remit for standards setting in accordance with its terms of reference. |
| Key purpose of the role | * To act as a member of the panel responsible for the setting and maintenance of the assessment standards for NAAS * To reach a joint decision on the range of standard setting decisions including the definition of a minimally competent candidate for NAAS and the related assessment cut scores, drawing on practice experience and working with other panel members. |
| Typical responsibilities | * Participating in the activities of the panel as directed by the chair * Contributing to derivation of the NAAS importance statement * Reviewing and feeding back to the chair on the NAAS importance statement report * Contributing to the derivation of the definition of a minimally competent candidate for NAAS * Reviewing and feeding back to the chair on the NAAS MCC report * Carrying out standards setting activities as allocated using the agreed methodology and process * Contributing own knowledge and expertise to panel discussions relating to each stage of standards setting * Evaluating each standards setting exercise as directed by the chair * Reviewing and feeding back to the chair on the cut score derivation report * Maintaining the confidentiality of records and communications as appropriate * Applying the principles of equality, diversity and inclusiveness to all stages of standards setting. * Taking personal responsibility for maintaining the confidentiality and secure storage of records at all times and handling sensitive data in compliance with GDPR requirements. |
| Typical outputs | * Assessment ratings |
| **Key relationships** | |
| Internal | * Panel chair |
| External | * AlphaPlus project team |
| **Person specification** | |
| Personal attributes | * High standard of written and spoken communication skills * Articulate – able to verbally articulate views clearly and concisely * Ability to consider and accommodate competing arguments to reach decisions * Attention to detail * Excellent analytical capabilities * Understanding of the need to treat all records appropriately in compliance with GDPR requirements * Ability to work independently to a high standard * Ability to work to set schedules and tight deadlines * Committed to maintaining up-to-date expertise in the sector * Flexible approach to working. |
| Professional/ technical competencies | • Qualified social worker (children and families) (E)   * Knowledge of standard setting methodologies and practice(D) * Competent ICT user (E) * Ability to evaluate data and make objective, unbiased decisions. (E) * Awareness of the purpose and aims of NAAS (D) |
| Relevant experience | * Professional experience and demonstrable track record of current/recent personal practice in relevant social work roles preferably in the last 5 years (E) * Experience of standards setting in assessment (D) * Collaborating as a team member to arrive at decisions (D) * Experience of standards setting methodologies and practice. (D) |
| Other | * Demonstrable track record of continuous professional development (E) * Willingness and availability to participate in development and briefing sessions (D) * Access to and competence using a PC/laptop, broadband, software and media securely in own home, as necessary to conduct the business of the panel (E) * Eligible to work in the UK. (E) |