

## External Examiner

The University of Bolton is seeking to appoint an External Examiner for the following programmes:

- [MSc Counselling and Positive Psychology](#) delivery in association with our partner New York College, Greece.

The successful candidate will be required to review and approve the assessment tasks and examination papers; review samples of student work on modules within the programme, including practice documents; the endorsement of marks to confirm that the marks are an agreed, fully moderated and externally examined set of results; the submission of an annual report; attendance at appropriate boards of examiners and agreement to programme modifications.

Applicants should demonstrate the ability to meet the following criteria:

- Expertise in the areas referred to in programme details via link above;
- Presently employed by a higher education institution with degree awarding powers;
- Should not have been an employee or examiner with the University of Bolton in the last 5 years;
- Hold at least a Masters qualification in a relevant area or ideally be working towards or have a PhD;
- Have previous experience of moderating undergraduate work.
- Hold an additional qualification in any of the below:
  - Level 4 in Counselling (that included 100 practice supervised hours)

OR

- Diploma in Counselling/Psychotherapy/Therapy/CBT etc (that included 100 practice supervised hours)
- Ideally the candidate will be registered with an appropriate membership body (BACP, NCS, BABCP etc)

External examiner appointments are typical for a period of four years. All appointments are subject to the candidate meeting the University's criteria for appointment and **must** have Right to Work in the UK.

To apply for this post please email a copy of your CV or for further information contact Amanda Chatburn at [A.Chatburn2@bolton.ac.uk](mailto:A.Chatburn2@bolton.ac.uk)

**Department:**  
Off Campus Division

Ref: OC-001/A

**Salary:**  
Actual salary in the range of  
£400.00 per annum

**\*Closing date for applications:**  
**12:00 noon on Friday 9<sup>th</sup> June 2023**

A job description can be viewed on our website: <https://www.bolton.ac.uk/staff-area/professional-services/about-hr/vacancies> or requested by email: [A.Chatburn2@bolton.ac.uk](mailto:A.Chatburn2@bolton.ac.uk).

Applicants to complete section II of the attached Application Form - EE1 form and send a copy of your CV to: [A.Chatburn2@bolton.ac.uk](mailto:A.Chatburn2@bolton.ac.uk)

Candidates must be eligible to work in the UK, for more information please visit <https://www.gov.uk/check-uk-visa>. No agencies.

\*Please note, the University reserves the right to shorten/extend the closing date of any position where a high/low volume of applications are received.