

BECOMING A BCRSP ACCREDITATION ASSESSOR

The Application and Selection Process

BCRSP entrusts our assessors with the responsibility of assessing the quality of education provided by education programs graduating Occupational Health and Safety professionals. Based on the evidence that they collect through both electronic and site visit reviews, assessors rate criteria and make recommendations that tell us how (and to what extent) the program meets our accreditation standard.

Assessors are the face of the BCRSP accreditation program. For this reason, becoming an assessor is a thorough process that involves not only screening, but also successful completion of our training program. Selecting assessors is one of the most important decisions for an accreditation program. Rest assured that your application will be given very thoughtful and respectful consideration.

The Assessor selection process includes the following steps:

1. Self-screening

Read the Terms of Reference and the list of criteria included in the recruitment letter and if you determine that you,

- are able to do the job well,
- meet our stated requirements, and
- agree to our terms of reference, then proceed to Step 2.

2. Assessing Essential Qualifications

Send us your

- CV or resumé,
- a cover letter demonstrating how you meet our requirements, and
- three professional references.

Send your documents to info@fics.ca. Applicants who fulfill our requirements will move forward in the process. If your application has been approved, you will receive an email invitation to proceed to the next step in the process.

3. Online Screening

If your application shows potential, we will request an online interview to determine a little more about your inter- and intra-personal communication skills, your scope of knowledge and experience.

4. Professional References

For those applicants who move on to the next stage, following the online interview, we connect with the people you have named as professional references. We will speak with them about their experience of your professional performance. We will then choose a group of candidates to participate further in the screening and selection process. The invitation to continue will come *via* email.

5. Orientation and Training

Assessor candidates that have progressed this far will be invited to attend a 3-day orientation and training program in **September 2022**. BCRSP will cover the cost of travel, hotel and meals. During the training, assessor candidates will learn how to fulfill the role of assessor and practice their new skills, as much as possible, in simulated or real contexts. During the orientation and training, assessor candidate performance will be evaluated. Feedback on their performance will be provided following the training. The candidates' performance during the training is an essential determinant of their success. The selection of the assessors will be made following the training.

6. Mentored Assessing Experience

Assessor candidates who meet the performance requirements of the training program may be assigned to pilot site visits taking place in **November 2022**. Whether or not they participate in pilot visits, for their first two site visits, assessors will be mentored and their performance continually assessed. Peer and education program evaluations of assessor performance will be completed and submitted to BCRSP. Results will be analyzed and provided to assessors.

The process to become an assessor is challenging, rigorous and exciting and assures that our assessors are highly skilled and capable ambassadors of the BCRSP Accreditation standard. Join us as we strive to support quality Occupational Health and Safety education in institutions across Canada.