OCR
Oxford Cambridge and RSA

December 2013

Marking and moderating for OCR

We are looking for examiners and moderators to help us to deliver assessments in June 2014 and beyond.

Contents

You can make a valuable contribution to the assessment process and have the satisfaction of knowing that you have helped candidates gain the qualifications they deserve.

Why join us?

You can make a valuable contribution to the assessment process and have the satisfaction of knowing that you have helped candidates gain the qualifications they deserve. By becoming an OCR examiner or moderator you will gain an invaluable insight into the assessment system and boost your income at the same time. It's also a great way to develop you CPD portfolio and network with other teachers of your subject.

What's involved?

Examining involves marking candidates' examination scripts against a mark scheme. You will either mark on-screen using the scoris® marking system or mark candidates' paper scripts.

As an examiner you will participate in training and standardisation activities which explain the examination process and your part in it. You will also receive instruction on how to apply the mark scheme consistently to candidates' responses.

Moderating involves looking at samples of candidates' coursework to ensure accuracy and consistency of a centre's marking. Moderation can be postal, where samples of coursework are sent to you or downloaded from a central repository, or visiting, where you make a visit to the centre.

As a moderator you will participate in training and standardisation activities which explain the moderation process and your part in it. You will also receive instruction on how to apply marking criteria consistently to candidates' work.

Whether it's marking or moderating, we give everyone the training and support they need to complete the task successfully.

Subject-specific information

We are looking for examiners or moderators for the following subjects for June 2014:

- General Studies GCE

- English Literature GCE/GCSE

- English Language GCSE

- Religious Studies GCSE

- Maths GCE

- History GCSE

- Ancient History GCSE/GCE

- Latin GCE

- Psychology GCE

- Sociology GCE

By becoming an OCR examiner or moderator you will gain an invaluable insight into the assessment system and boost your income at the same time. It's also a great way to develop you CPD portfolio and network with other teachers of your subject.

Marking workloads and fees payable vary according to the level of the examination and length of candidate response expected.

- Typically the marking window is 2-3 weeks long and falls within the period May – June.
- The fee per script marked ranges from around £2 at GCSE level up to about £7 for certain advanced level scripts.
- Marking targets again vary according to the level and length of the script, but a marking target can be between 300-450 scripts.
- If you agree to mark for OCR, the precise script fee will be quoted when you are invited to undertake the task.

Moderating workloads and fees payable vary according to the mode of moderation, whether this is postal or visiting, and the level of the qualification.

- The postal moderation window is typically around four weeks long and falls within the period May – June. The visiting moderation window is longer to allow time for centre visits.
- The postal moderation fee typically ranges from £3-£5 per coursework item sampled. You would typically moderate around 16 centres with about six samples per centre.
- For visiting moderation there is a fee of around £50 for each four hour moderation session.

If you agree to moderate for OCR, the precise moderation fees will be quoted when you are invited to undertake the task.

You can find out more details for particular subjects by calling the assessor recruitment line on 01223 552558.

How to apply

It couldn't be simpler. Just download the Application Form, complete it and then email it in to us.

If you have any questions or queries just email assessor.recruitment@ocr.org.uk and we'll be glad to help.

Just a couple of things to bear in mind before you apply:
- You need to have a valid UK address in order to be able to receive assessment-related materials, and a UK bank account so that we can pay you fees and expenses.

- If you are applying for a task that involves visiting a centre, you will also need to complete the top section of the Reference Request Form, and then pass it to your two nominated referees for completion.

If you accept the invitation, you will be provided with training. You will also participate in standardisation activities to ensure that you understand and can consistently apply the marking or moderation standards set before going on to start your assessment task.

Once you have applied

Once you have submitted your application form our recruitment team takes your application through our approval process, where your qualifications and experience are matched to the examiner or moderator role requirements. If your application is successful you are then formally invited to mark or moderate. If you accept the invitation, you will be provided with training. You will also participate in standardisation activities to ensure that you understand and can consistently apply the marking or moderation standards set. Once you have demonstrated you can do this you will be allowed to start your assessment task.

Help and advice

If you have any questions or queries about marking or moderating for OCR please call us on **01223 552558** or email assessor.recruitment@ocr.org.uk

We look forward to receiving your application to mark or moderate with us.

OCR Assessor Recruitment Team