

Call for applications

for external moderators for a new international school-leaving examination, the IEB's International Secondary Certificate (ISC)

Stellenbosch University will be quality assuring the new Independent Examinations Board International - International Secondary Certificate and is looking to appoint external moderators to assist in the quality assurance of the examinations.

External moderators will be appointed on a 3-year contract in one of the following subject areas:

Accounting	Computer Studies (NSC equivalent is CAT)	Geography	Siswati Additional Language
Active Citizenry (NSC equivalent is LO)	Computer Science (NSC equivalent is IT)	German Language in Practice	Siswati Primary Language*
Afrikaans Additional Language*	Consumer Studies	History	Tourism
Afrikaans Primary* Language	Economics	Hospitality Studies	Further Studies Physics
Agricultural Management Practices	Engineering Graphics & Technology	Mathematics	Further Studies English
Agricultural Science	English Additional Language*	Physical Science	Further Studies Afrikaans
Biology	English Primary Language*	Portuguese Language in Practice	Further Studies Mathematics: Standard (NSC equivalent is Advanced Programme Mathematics (P1))
Business Studies	French Language in Practice	Quantitative Reasoning (NSC equivalent is Mathematics Literacy)	Further Studies Mathematics: Extended (NSC equivalent is Advanced Programme Mathematics (P2))

**Primary Language is equivalent to National Senior Certificate (NSC) Home Language and Additional Language
is equivalent to NSC First Additional Language*

Duties include:

- i. Conducting external moderation of question papers, Practical Assessment Tasks and Practical Examinations where applicable;
- ii. Verifying marking processes, reporting on findings and making recommendations for improvement;
- iii. Developing and submitting external moderation reports;
- iv. Presenting findings from external moderation processes upon request;
- v. Contributing to investigations into and verifying alleged irregularities related to the subject appointed for if/when required.

Considerations for appointment:

- Qualification:
 - o Degree or diploma in education and relevant field of subject specialisation.
- Experience:
 - o Minimum of 5 years' teaching at Grade 12 level (or equivalent qualification) preferably within the last 8 years;
 - o Preference will be given to teachers with IEB curriculum experience;
 - o Internal and/or external moderation experience at national level;
 - o Experience in marking national level examination papers;
 - o Field and assessment expertise in the subject of appointment.
- Required skills:
 - o Advanced computer literacy skills;
 - o Excellent interpersonal skills;
 - o Strong written and verbal communication skills;
 - o The ability to conduct external moderation and verification in English and/or Afrikaans in the subject applied for except when African or foreign language is assessed and then English and the specific assessed language competence will be required;
 - o The ability to work in a team and within tight timeframes.
- Required resources:
 - o Own personal computer;
 - o Private and secure email address;
 - o Fast and reliable/stable internet connectivity.
- Personal attributes:
 - o Trustworthiness;
 - o Ability to handle confidential information with integrity.

Candidates must be available during **April/May** for training should their application be successful. Consideration will be given to achieving balance in the panel in terms of gender and equity profiles.

[Apply HERE](#)

Closing date for applications: 20 February 2022

Shortlisted candidates will be required to write a performance assessment and attend an online interview. Communication will be restricted to shortlisted candidates only.

Applicants who have not been contacted by 15 April 2022 must consider their applications as unsuccessful.

For more information, please visit the following websites:

www.sun.ac.za/SU-UIC

<http://www.sun.ac.za/english/Lists/news/DispForm.aspx?ID=8397>

www.iebiq.com/pages/aboutus

Any questions can be directed to:

Stellenbosch University Unit for International Credentialing: su_uic@sun.ac.za