Assessor Refresher



Course aim

This course is for qualified Competence Assessors who need to refresh their knowledge, so they can continue assessing colleagues/students in the operational environment. Furthermore, it increases understanding of competence assessment's beneficial impact on safety and the development of the unit/individual.

Completing this course revalidates the participant's assessor endorsement. If their assessor endorsement has expired, we can conduct an additional assessment of competence after the course-end. This renewal is done upon request and is not part of the course.

After completion of this course, the participants know:

- Competence and how it is influenced by changes in skill patterns.
- The role and responsibilities of the competence assessor in various challenging situations.
- The competency-based model and apply performance criteria (objectives) through scenario-based exercises.
- The importance of standards for the quality of the assessment process.
- The importance of objectivity and how to maintain it.
- The importance of having quality assessment reports.

Course structure

In this 2-day course, we adapt the methods to the background of the students. This results in a blend of classroom lessons, group work/discussions, exercises, and case studies.

Content in brief

The course covers topics such as, but not limited to:

- Role of the assessor. Reflecting on the different experiences and operational challenges in unpredicted situations such as the pandemic.
- Interpersonal Interaction. The ways in which inclusiveness and self-awareness are essential for the objectivity of an assessment.

- Competence. Understanding reasons for performance variability and what behaviours an assessor must observe.
- Assessment. Exchanging experiences about conducting assessments for students and ATCOs (dedicated and continuous assessment) and how we can align standards amongst assessors in the units.
- Regulation. Refreshing knowledge about the EU licencing requirements and discuss how those have been exercised in practice.
- Assessment debriefing. Appreciating the importance of factual feedback, verbal and written.
- Practical training. Applying the acquired knowledge and understanding through scenario-based exercises. The focus is to make objective observations and discuss differences between the students' evaluations of the performance from the scenarios.

Prerequisites

ATCO holder of the assessor endorsement or qualified ATS personnel who has completed an Assessor course.

Compliance with regulations

- Compliant with Commission Regulation (EU) 2015/340.
- Approved by the Swedish National Supervisory Authority.