



The Examinations Group

The Examinations Group (EG) is responsible for the examination specifications and syllabus, the format of examination papers, vetting of examination items and the maintenance of the examination item banks.

The group works by email where possible and meets about four times a year for two days mid-week. The workload varies between two or three emails a week to peaks of four or five a day on particular tasks.

Key tasks

- Reviewing draft examination items
- Considering cases of irregularity with questions
- Analysing examination statistics to verify that the examinations are fit for purpose
- Assisting in preparing reports

Currently we are working on the major task of reviewing all three levels of the syllabus.

Personal specification

Applicants should have a Full amateur radio licence and, preferably:

- Qualifications in radio and electronics at NVQ level 4 (HNC) or higher
- An understanding of syllabus development and examination board practice is also desirable
- Experience as a teacher or lecturer in an educational establishment or examination board or a radio-related industry with training responsibilities
- Experience of committee work and working as a member of a team

Additional information

- Applicants must be willing to attend mid-week meetings that will involve UK travel and overnight stays
- Email facilities and internet access are essential
- Incurred expenses are reimbursed
- The EG reports to the Examination Standards Committee on a formal annual basis and on other matters as required
- To ensure examination probity the examination group and committees are 'walled off' from the remainder of the RSGB activities and EG members should not normally have other RSGB roles that would give rise to a conflict of interest
- All potential conflicts must be declared

How to apply

If you'd like to join the Examinations Group and contribute to its work, email your application to exams@rsgb.org.uk with the subject *EG Member Application*.