

## Portuguese B Deputy Examiner Responsible needed for the International Baccalaureate®

The International Baccalaureate® (IB) is currently seeking an experienced individual to take on the role of **Deputy Examiner Responsible** for its **Portuguese B** course.

The International Baccalaureate® (IB) is a non-profit educational foundation offering challenging programmes for a worldwide community of schools. It is now represented in over 150 countries and in over 5,000 schools. The IB provides an international pre-university curriculum and an international university entry qualification, which gives access to higher education on a worldwide basis. You may be interested to visit the public website at [www.ibo.org](http://www.ibo.org) for more details.

One of the characteristics of the IB Diploma Programme is that students are required to study a second language, in addition to their “mother tongue,” as one of six subjects that constitute the diploma. The IB’s **Language B** course (first exams 2020) is a language acquisition course designed for students with some previous experience of the target language.

The duties of Deputy Examiner Responsible include the setting and marking of examinations and may involve occasional (paid) travel to the IB Global Centre, Cardiff, UK.

**Please note that this position is part-time, involves no relocation, and is usually undertaken in addition to existing work commitments. Examiners will be given clear instructions and be well supported throughout the process.**

Further information about the course is available at: [Language B](#)

Outline information about this role, as well as the application form and recruitment policy can be found on the [senior examiner section of our website](#).

### **We are seeking an experienced individual with the following background:**

- Native / fluent speakers of Portuguese
- Qualified to at least degree level in Portuguese or related subject
- Teaching experience
- Experience designing listening comprehension assessments
- Strong collaboration skills
- Examining experience (desirable but not essential).

The IB is committed to offering the Language B course in diverse languages and regularly provides these examinations in over twenty different languages for its international candidature. We would be very keen to hear from all individuals with the above experience.

If you wish to apply, or would like further information, please contact the Examiner Training and Recruitment Department by e-mail ([examiners@ibo.org](mailto:examiners@ibo.org))

## Deputy Examiner Responsible for Portuguese B

### ROLE PURPOSE

Deputy Examiners Responsible work closely with subject managers and Examiners Responsible to provide effective, reliable and continuous support of all assessment activities within a subject for the Diploma Programme. The role demands the commitment of an experienced education leader with a strong background in the required subject specialism.

### TEAM STRUCTURE/ASSOCIATED PROCESSES

The position of Deputy Examiner Responsible entails a commitment to attend potential meetings for activities such as question paper editing, examiner standardization and grade awarding.

### TIMELINES

May exam session	
Task	Timeline
Marking exams	February – July (intermittent)
Standardization Meeting (virtual/face to face)	March/May
Grade Award Meeting (virtual/face to face)	June/July
Subject Reports	June/July
EURs (if applicable)	5 <sup>th</sup> July – 15 <sup>th</sup> September (intermittent)
Authoring	Beginning at time of appointment with intermittent tasks throughout each year

Exact exam production and meeting timelines can vary based on many factors. Once appointed, the subject manager overseeing this role will provide further detail.

### Conflicts of interest

Please review the conflicts of interest policy found [here](#).

### Recruitment policy

Please review the recruitment policy for Deputy Examiners Responsible found [here](#).

### How to apply

For further information and to apply, please visit:

<https://www.ibo.org/jobs-and-careers/become-an-assessment-ib-educator/senior-examiner-and-exam-publishing-vacancies/>