

Trainer application form questions

*(*This document is an example only. We can only accept applications submitted electronically through the link provided.)*

The following is an example of the questions that you can expect to see on the application form. The answer you give to a question will determine the question you see next; *for example when you arrive at the question asking if you have been a Cambridge examiner, if you select 'no' you will not see any further questions about Cambridge examining.*

Introductory questions

- Do you have at least 3 years' experience of teaching a Cambridge syllabus/curriculum and wish to apply to become a Cambridge syllabus trainer?
- Do you have substantial experience of teaching/facilitation and wish to apply to become a teaching and learning resources trainer?
- I am based full-time in Egypt.
- If you progress to our final selection phase, would you be able to attend the face-to-face selection scheduled for 5-6 December in Cairo, Egypt?

Personal Details

- Title (For example, Dr, Mr, Mrs, Ms, Miss)
- First Name
- Last name
- Home Address (House name/number, Street, Town, County/State, Post code/Zip code, Country)
- Email address
- Please confirm your email address
- Mobile telephone number
- City of residence (NB: We can only accept applications from people who are currently residents in Egypt)
- Nationality

*The following questions relate to your **teaching** and **training** experience*

- How many years' teaching/training experience in total do you have?
- Do you hold any teaching qualification? If so, please list in detail and if not, share details of your educational qualifications.
- Are you interested in applying to become a Cambridge International syllabus or curriculum trainer? e.g. IGCSE Biology; Primary Mathematics.
- Please select the Cambridge IGCSE curricula you have experience of teaching and would like to deliver training on.

You can select more than one

- Please tell us how many years' experience you have of teaching the curriculum/curricula you have selected.
- Are you interested in applying to become a Cambridge University Press - teaching and learning resources trainer?

Our range of Professional Development services help teachers to discover the most effective ways to apply key teaching approaches alongside our resources, to support every learner. e.g. our books, teachers guides and online resources.

- Which Cambridge University Press Primary & Lower Secondary teaching and learning resource(s) are you interested in delivering training on?

We are looking for trainers for the following Resources. You may select more than one option.

- Please tell us how many years' experience you have of teaching the resource(s) you have **selected**.

If you have not used the Resource in your own teaching, please tell about any other relevant experience you have.

- Have you led a training session for teachers/adults in the last 5 years?
- Please give details of your experience of facilitating a training session.

(e.g. Topic(s) of training delivered, format i.e. virtual or in-person, how many training sessions you typically deliver in a year, type of delegates, typical number of delegates in a session)

*The following questions relate to your **examining** experience*

- Do you have experience of examining for a Cambridge syllabus within) the last 3 years?
- Please add your Cambridge examiner creditor number (if known)
- Do you have experience examining for any exam boards within the last 3 years?

- Please give details of your examining experience (board/programme, subject, syllabus, role, number of years' experience, dates):
- Have you been contracted by Cambridge for any other purpose before (for example materials writing, project consultant or for local training for example stage zero, subject network groups etc)?
- Please share details.

*The following questions relate to your **employment history***

- Are you currently teaching in a school?
- Please state your current school name:
- If you are based in a Cambridge school, please enter the Centre Number (if known):
- Please give details of your current teaching/facilitation role:
(Include your subject(s), syllabus(es), responsibilities)
- Have you taught in another school prior to your current teaching/facilitation role?
- Please give details of your previous teaching/facilitation role:
(Include your topics, subject(s), syllabus(es), responsibilities.)
- Please state your previous school name:

Key question - This section requires a response of 200-300 words.

Please note that your answer to this question is a very important part of the selection procedure and will be graded. Please give specific examples from your own experience. Please answer in your own words, giving examples from your own experience. We do not permit the use of GenAI and if detected your response will be downgraded.

- What makes you a strong candidate for the role of a Cambridge trainer? Please provide specific examples of your skills, experience, and personal attributes that align with this role.

Consider including details of your teaching and training background, familiarity with Cambridge curricula, successful training sessions you have led, and any feedback or impact you have made in previous professional development setting.

*The following questions are **video recorded***

As part of the application, you will be required to respond to three key questions in a video format. The process is designed to be **clear and structured**, with the necessary guidance provided on-screen. **Before starting, you will have the opportunity to test your audio and visual equipment to ensure proper recordings.**

For each question:

- You will be **allocated time to prepare** before recording your response.
- The interface will guide you through the steps, ensuring a **smooth and straightforward process**.
- The entire video response section will take approximately **20 minutes** to complete.

Please ensure you are in a **quiet and well-lit environment** before beginning. This is your opportunity to present your thoughts clearly and confidently, using relevant examples from your experience.

Reference and Declaration Statements

- Please give details of a professional referee - this should be your current manager, if possible. If it is not possible to use your current manager, this should be someone who has worked with you in a professional capacity **within the last two years**.

Please provide us with their name, position, place of employment, professional email address and contact phone number.

Please note: we will only contact your referee if you are shortlisted to attend the selection event.

- Name of referee:
- Position of referee:
- Email address of referee:
- Telephone number of referee:
- Referee's relationship to you (e.g. current line manager, former colleague)

Declaration

Please confirm the following statements in order to submit your application.

- I have read and accept the terms and conditions of the application as set out in the relevant 'Guide to the Trainer Selection Procedure' (please refer to our Trainer Recruitment webpage) and am happy for Cambridge University Press & Assessment to contact my reference if am shortlisted to attend the selection event. I also certify that the information given in my application is true and correct.
- I understand that this information will not be used or stored electronically for any purposes other than providing personal information for recruitment as a trainer or to exchange relevant information with other departments within Cambridge University Press & Assessment.
- I hereby consent to the collection and use of my personal images by photography or video recording for marketing purposes of training services. I acknowledge these may be used on the Cambridge website, in newsletters and publications.
- I understand that completion of this application form is not a guarantee that I will be invited to a trainer selection event. I also understand that an invitation to a trainer selection event is not a guarantee that I will be invited to be a Cambridge trainer.

- I understand that the role of a Cambridge trainer is not a full-time, permanent role with Cambridge. If selected, I may be asked to deliver a few training events through the year.
- I can confirm that I have discussed my application with my organisation, and that I have permission from my line manager to apply for this position.
- How did you hear about this opportunity?