



Guide to the trainer selection process

Introduction

Thank you for applying to become a trainer for Cambridge.

The process to become an accredited Cambridge trainer comprises three stages:

1. completion of the application form including text and video questions.
2. attendance at the two-day selection event in Cairo.
3. completion of the accreditation pathway.

As this is a selection process, we cannot guarantee that you will reach stage 2 or 3.

This is a guide to explain the process and you will also have received guidance about how to complete the application form. We do not require any additional information to be sent to us beyond what you are asked to provide on the form.

Criteria

We will evaluate applicants at Stage 1 of the process according to the following broad criteria:

1. experience of teaching
2. experience of training and professional development (both as a participant and a facilitator)
3. standard of answers to the “key questions (text and video based)” at the end of the application form.

Please note: The decision of the application review committee for initial selection is final and we are not able to enter into correspondence about individual applications once the decision has been communicated.

Application form

This includes completing a detailed application form and a series of video submissions.

Selection event

If you are successful at Stage 1, you will be invited to attend a two-day selection event in Cairo, Egypt on Friday 5 and Saturday 6 December 2025.

During the selection event we will tell you more about Cambridge, our approach to teaching and learning, and the professional development support we provide to schools.

Experienced trainers will share their experiences with you and give you advice on how to plan sessions, train adults, and reflect on the success of your eventual workshops.

You will also be asked to present a short showcase of your potential to be a Cambridge trainer.

All candidates will be given developmental feedback after the event.

Accreditation pathway

Those who are successful at Stage 2 will be invited to start working towards becoming a fully accredited Cambridge trainer.

It is designed to support you in your role as a Cambridge trainer and offer further opportunities for professional development. It comprises three stages:

1. completion of an online tutor-led induction course.
2. the opportunity to co-facilitate a training event with an experienced Cambridge trainer
3. regular observations of your workshops, providing further developmental feedback.

We will give you more details about this at the selection event and subsequently.

Please note that the role of a Cambridge trainer is not a full-time, permanent role within Cambridge University Press & Assessment. If selected, you may be asked to deliver one or two training events in a year.