Guide to the trainer selection process

Introduction

Thank you for applying to become a Cambridge trainer.

The process to become an accredited Cambridge trainer comprises 4 stages:

Stage 1 - completion of the application form including text and video questions
Stage 2 - delivery of a virtual showcase
Stage 3 - attendance at a two-day face-to-face selection event
Stage 4 - completion of the accreditation pathway

As this is a selection process, we cannot guarantee that you will reach Stages 2, 3 or 4.

This is a guide to explain the trainer selection process. You will also find guidance on how to complete the application form on our website. We do not require any additional information to be sent to us beyond what you are asked to provide on the form.

Stage 1 – Application form

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

1. experience of teaching/facilitation
2. experience of training and professional development (both as a participant and a facilitator)
3. standard of the answer to the 'key question' at the end of the application form.

You will also be required to complete video-based questions at the end of the application. Both the application form and the video questions will be completed on VidCruiter, an automated video interviewing system.

Please note: The decision of the application review committee for initial selection is final. We cannot enter into correspondence about individual applications once a decision has been taken.

Stage 2 Virtual showcase

If you are successful at Stage 1 of the process, you will progress to Stage 2 and will be invited to deliver a 10-minute virtual showcase to other candidates and the Cambridge selection team carried out on Zoom. A showcase is a mini-training session and is based on a slide from a Cambridge training pack. You will be given developmental feedback on your showcase. If you are successful at Stage 2, we will send you full details of what you need to prepare for Stage 3.

Stage 3 Two-day face-to-face selection event

If you are successful at Stage 2, you will be invited to proceed to Stage 3 which is to attend a two-day face-to-face selection event.

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

We will give you advice on how to train teachers effectively, engage in dialogic talk, use our materials and reflect on the success of your eventual workshops.

On Day 2, you will be asked to present a 15-minute showcase. This will be based on the same slide as the virtual showcase but presented to other selection candidates in small groups. Full details of this will be sent to you in advance of the two-day selection event so that you can prepare. We will also invite you to an online learning space where you can meet other candidates and view examples of successful showcases before the face-to-face event.

We will outline what our selection criteria will be, how we will observe your interactions throughout the two-day event, and how we will evaluate your showcase.

All candidates will be given developmental feedback within one week of the event.

Accreditation pathway

Those who are successful at Stage 3 will be invited to start working towards Stage 4, becoming a fully accredited Cambridge trainer.

Our accreditation pathway 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 provide further details about the accreditation process at the selection event.

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