



## Become an author with CIH Learning

CIH Learning is seeking to expand its pool of authors to reflect the increase in demand for online and in-house qualifications and CPD activities.

If you are interested in working with us please send the following information to the Learning Development Manager at [LearnDev@cih.org](mailto:LearnDev@cih.org)

- An up-to-date CV
- A supporting statement demonstrating how you meet the essential criteria outlined below as a minimum. To support your application you should provide examples of any learning materials or assessments that you have produced
- Testimonials from two referees, preferably with at least one referee who can comment upon your experience of working in a learning and teaching setting (These should be supplied directly by the referee to CIH)

Successful applicants are expected to be CIH members at or after appointment.

Appointments will be reviewed every 2 years.

<b>ESSENTIAL CRITERIA</b>	<b>DESIRABLE CRITERIA</b>
<b>EXPERIENCE</b>	
<p>Experience of working in the housing industry to a management level</p> <p>Recent teaching or training in a learning environment such as a private provider, Further or Higher education setting</p> <p>Designing course materials and developing assignments</p>	<p>Working in the housing and related built environment industry</p> <p>Experience of delivering CIH Awarding Organisation programmes</p> <p>Preparing learning materials for adult learners studying online or in a distance learning environment</p> <p>Writing for a range of audiences</p> <p>Experience of using a variety of assessment methods</p>
<b>EDUCATION AND PROFESSIONAL DEVELOPMENT</b>	
<p>A degree or degree level qualification in a cognate area, and/or a relevant professional qualification</p>	<p>Experience of different learning, teaching and assessment approaches in a range of contexts</p> <p>A regulated or equivalent assessment</p>

<p>Evidence of continuing professional development in teaching and assessment, and the housing industry</p>	<p>qualification</p>
<p><b>REQUIRED SKILLS, KNOWLEDGE AND CHARACTERISTICS</b></p>	
<p>Ability to take a holistic approach to developing an online learning experience</p> <p>Strong written communication skills with an attention to detail</p> <p>Ability to manage own workload and set clear boundaries</p> <p>Taking a creative and innovative approach to developing learning materials and assessments</p> <p>Confidence in using IT and working with different software and multi-media applications</p> <p>Knowledge of the housing industry and contemporary issues facing housing practitioners</p>	<p>Experience of virtual learning platforms; Moodle is preferred</p> <p>An understanding of the principles of effective e-learning design or similar.</p> <p>Knowledge of the CIH Awarding Organisation's housing curriculum and contexts in which housing organisations work</p>

Prepared by: Dr Veronica Coatham, Learning Development Manager

Approved by: Vanessa Howell. Head of Professional Standards

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