

**Job Title:** Associate Internal Quality Assurer (IQA) – Housing Qualifications (Freelance / Part-Time)

**Location:** Remote

**Salary/Fee:** £30 – £40 per hour (Dependent on qualifications allocated)

**Contract Type:** Freelance / Associate (Self-Employed)

**Job Summary**

We are looking for experienced and detail-oriented Associate Internal Quality Assurers (IQAs) to support the delivery of housing-related qualifications. This part-time, remote role is ideal for professionals with strong quality assurance experience in vocational education, particularly within the housing sector. You will play a key role in ensuring the integrity and consistency of assessment decisions across our tutor team.

The main duties will involve:

* Carry out internal quality assurance activities for housing qualifications, ensuring compliance with awarding body requirements.
* Sample learner work and tutor feedback to confirm consistency, accuracy, and fairness of assessment decisions.
* Provide clear, developmental feedback to tutors and assessors to support ongoing improvement.
* Participate in standardisation and quality review meetings.
* Maintain accurate records of sampling, standardisation, and feedback in line with internal procedures.
* Contribute to continuous improvement of assessment practice and learner outcomes.
* Liaise with the Lead IQA and Quality Team to ensure alignment with quality standards.

**Required Education, Skills, and Qualifications**

**Essential:**
* Recognised IQA qualification (e.g. TAQA Level 4, V1, D34).
* Experience in quality assuring vocational housing or related qualifications.
* Experience working with awarding organisations and understanding their compliance frameworks.
* Excellent attention to detail, organisational and communication skills.
* Confidence using digital systems and remote working tools.

**Desirable:**

* Relevant professional experience in housing (e.g. housing management, supported housing, tenancy sustainment).

**To Apply:**
Please submit your CV along with a brief cover letter outlining your relevant experience. These should be sent to qualityassurance@newhousetrainingacademy.co.uk