



CENTRAL SCOTLAND VALUATION JOINT BOARD

Subject: Appointment as an AEA Examiner
Meeting: Central Scotland Valuation Joint Board
Date: 18th September 2015
Author: Pete Wildman, Assessor & ERO

1.0 INTRODUCTION

- 1.1 The employment contract of the Assessor & ERO requires that Board approval is required for any employment with another employer.
- 1.2 As an examiner for the Association of Electoral Administrators (AEA) I am required to be an employee of that Association.
- 1.3 I am therefore seeking the Board's approval of my employment by the AEA.

2.0 BACKGROUND

- 2.1 Clause 25 of my contract states that

"Chief Officials shall devote whole time service to the work of the Board and shall not engage in any other business or take up any additional employment without the express consent of the Board"
- 2.2 I have obtained both the AEA's Certificate in Electoral Administration and the Diploma in Electoral Administration. As a Diploma holder I am eligible to be an examiner and have been selected by the AEA to be a Scottish examiner.

3.0 ROLE OF EXAMINER

- 3.1 As an examiner I am required mark assignments, dissertations and examination papers. I also have to submit draft questions and marking schemes to the Examination Board for approval/selection. I attend Examination Board meetings twice a year.

- 3.2 Being an examiner complements my position as Electoral Registration Officer, my role as Vice Chair of the Scottish Assessors Association Electoral Registration Committee and my membership of the Electoral Management Board for Scotland.
- 3.3 The role does not conflict with my duties as Assessor and ERO and is carried out entirely in my own time.

4.0 RECOMMENDATION

- 4.1 Members are asked to approve my employment as an Examiner with the AEA.

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Pete Wildman
Assessor and ERO
Date: 9th September 2015