



Position: Assessment Centre Attendant – Multiple Positions Available
Term: Contract, Casual (1 day per month)
Compensation: \$27.00 per hour

THE OPPORTUNITY

Inspire Global Assessments (or “Inspire”), through its Bilingual Assessment Centre at Université de Moncton in Moncton, NB, administers the Inspire Assessment for two healthcare professions. The Inspire Assessment is a comprehensive, multifaceted competency assessment that evaluates strengths and gaps in entry-level competencies, helps determine readiness to practice, and provides direction for remediation.

The Inspire Assessment Centre Attendant (or “AC Attendant”) works behind the scenes of the Inspire Assessment by supporting other staff as needed on Assessment Day. The AC Attendant may be asked to work directly with Assessment candidates.

This would be an excellent role for a student, particularly in nursing or education, looking for unique insight into these professions.

WHO WE ARE

Inspire Global Assessments (formerly the Nursing Community Assessment Service) is a program within the BC College of Nurses and Midwives. BCCNM is the largest nursing regulatory College in western Canada and is empowered under the Health Professions Act to regulate the practice of all licensed practical nurses, registered nurses, registered psychiatric nurses, nurse practitioners and midwives in BC.

BCCNM launched Inspire (formerly NCAS) in January 2017 as a service for assessing the competencies of nurses and health care aides seeking licensure in BC and expanding to Nova Scotia, Newfoundland and Labrador and now to New Brunswick. Our high-stakes assessment is designed to provide a consistent, rigorous, and defensible approach to determining the extent to which potential registrants possess the competencies required to enter practice safely.

BCCNM is committed to treating all applicants and employees with dignity and respect in a workplace free from all forms of discriminatory treatment, behaviour, or practice. We strongly encourage submissions from all qualified individuals, including folks who have been systemically excluded from the health sector, not limited to but including Black, Indigenous and racialized people, people living with disabilities, and two-spirit, queer, trans and non-binary persons.

DUTIES/ACCOUNTABILITIES

- Participate in initial training (including self-study, one-on-one, and group training sessions) as needed
- Participate in live assessment administration by assisting candidates through check-in, orientation, and check-out, and supervising candidates during scenario transitions
- Assist with room setup, reset, and tear-down using standardized checklists

- Support the Program Coordinator as needed before and after assessments
- Physical ability to lift and move moderately heavy equipment
- Maintain a minimum availability of 1 shift per month
- Foster and maintain an organizational culture that promotes mutual respect, teamwork and service excellence

QUALIFICATIONS

- Ability to ensure consistency, coherence & information integrity
- Ability to think critically and act appropriately while ensuring policies, procedures and standards are maintained
- Ability to take initiative and exercise independence of judgement and action with minimal guidance
- Positive, “can-do” attitude, approachable personality, and strong organizational skills are preferred.
- Fluent in both English and French.

HOW TO APPLY:

Please forward your resume and cover letter to careers@inspireassessments.org. Please use "**AC Attendant – New Brunswick**" as the subject line of your email. Positions will be filled on a rolling basis, so please apply immediately.

To learn more about our organization, please visit www.inspireassessments.org. Thank you for your interest in Inspire Global Assessments. While we appreciate all applications, only short-listed candidates will be contacted.