

Call for applications from Architects wishing to act as Assessors for the Technical Assessment process

Applications are sought from architects interested in providing services as assessors for the Technical Assessment process. Assessors will, on a consultancy basis paid for by the RIAI, assist the Technical Assessment Board in assessing the eligibility of persons applying under Technical Assessment for registration as architects in the State. Those selected as assessors will be appointed to a panel from which teams of three will be selected to assess the written submissions of candidates, and interview them, with a view to providing an opinion to the Technical Assessment Board (see sections 21(4) and 21(5) of the Building Control Act 2007).

The work of the assessors will be carried out at the RIAI offices during working hours. Assessors are required to be capable of committing to being available for a minimum of three months for approximately three days per week during that period. Assessors will need to be VAT registered to receive payments. It is acceptable for an individual working within a practice to provide services through that practice (with the agreement of the employer where appropriate) i.e. maintaining employment within the practice with the practice invoicing the RIAI for the services provided. It is anticipated that the fee paid per assessment will be in the region of €675.

Closing Date for Applications: 12 noon Wednesday 3 February 2010

1. Background

Under the terms of the Building Control Act 2007, “a person who has been performing duties commensurate with those of an architect for a period of 10 or more years in the State”¹ may apply for ‘Technical Assessment’ for the purposes of registration as an architect.

Technical Assessment is described in the Act as a practical experience assessment procedure and involves a substantial written submission and interview. The interview is, in the first instance, carried out by a team of no less than three architects drawn from a panel of assessors. Individual architects included on the panel “of architects being architects who the Board considers possess the requisite expertise for the purpose of performing the duties assigned”² are selected by the Technical Assessment Board and engaged by the RIAI on a consultancy basis.

The duties of the architect panel members are, for each application and as part of a group of no less than three assessors, to;

- a. examine the relevant documents furnished to the Board,
- b. interview the applicant, and
- c. give to the Board their opinion as to whether the applicant is eligible for registration pursuant to that section.

When a Technical Assessment Application is submitted it is first checked by RIAI staff to ensure that it is complete, thereafter the submission is made available to the three person assessor team. All review work must be done in the designated work area within the RIAI (the Architecture Centre is being given over to this purpose for the duration) and, in addition to reviewing submissions independently, assessors will be expected to meet at least twice as a team prior to interviewing the candidate. The interview will be one hour long and once the team has reached agreement an ‘Opinion’ on whether or not the applicant has met the criteria is submitted to the Technical Assessment Board.

¹ Section 22(1) of the Building Control Act 2007

² Section 21(4) of the Building Control Act 2007

Training will be provided for those selected for inclusion on the assessor panel and will address applying the criteria applicants must demonstrate and interview skills. Assessor teams will be rotated to ensure a consistent approach to all candidates.

2. Application Criteria

The essential criteria for consideration as an assessor are that you must:

- a. Be an architect currently included in the RIAI Register for Architects
- b. Have broad experience in the field of architecture, particularly with regard to the scale, complexity and quality of work done*.
- c. Assessor candidates must have the ability to commit time during working hours and over a minimum period of three months.

Key Desirable characteristics:

- a. At least 10 years experience performing the duties of an architect after passing the professional level examination (or equivalent assessment for entry to the register/MRIAI or equivalent in another State). (see Document 3 for guidance on the duties of an architect)
- b. Relevant experience of interviewing and/or assessing in a professional or educational context.

All Assessors must be of good standing within the architectural profession

* Scale and complexity are most easily demonstrated through the range of building types on which you have worked, which might include a selection from among the following: agriculture, catering, culture, defence, education, health, manufacturing, offices, power and public utilities, religious, residential, scientific, sports and recreation.

3. Application Process

To apply for inclusion in the panel of architect assessors you must submit the following to the RIAI (for the attention of Antje Baeger, Admissions Officer) on or before the deadline of 5pm on Monday 1 February 2010:

1. A completed application form (see Document 7)
2. A CV focussing on the skills and experience you have gained which make you suitable to work as an assessor (see 'must have' and 'key desirable' application criteria above and Document 2 for short listing criteria)
3. A short typed essay (500 words maximum) to be written by you with the title:
"Practical training – how competence in architecture can be gained through experience"
The essay is designed to explore your understanding of the Technical Assessment process.

Applicants wishing to be considered as assessors are encouraged to submit applications via email to abaeger@riai.ie. Applications will be acknowledged within one week of the closing date.

The Technical Assessment Board will review all applications meeting the basic criteria. Short listing will take into account specific criteria which have been agreed by the Board (Document 2). References may be required, the details of two suitable referees should be included in the Curriculum Vitae.

Those shortlisted by the Technical Assessment Board may be required to attend for interview and the interview will probably include a short presentation, topic to be advised on notification that an interview is to take place. All assessors wishing to be included on the panel MUST participate in a two day training programme. The training programme will be funded by the RIAI and will attract 14 formal CPD hours. The elements of the training programme specifically addressing assessment and interview techniques will be provided by the Royal College of Surgeons' 'Institute of Leadership and Healthcare Management'.

4. Preparation

In preparing your application, you are advised to consider the following information:

- The Building Control Act (especially sections 14, 21 and 22)
(<http://www.oireachtas.ie/documents/bills28/acts/2007/a2107.pdf>)
- The report on Technical Assessment Pilot Scheme (see Document 4)
- Application forms and associated documents for Technical Assessment candidates
(<http://www.riai.ie/uploads/files/admissions/Route-E-Package.pdf>)
- Information provided to Technical Assessment Candidates
(http://www.riai.ie/admissions/technical_assessment/)
- Standard of Knowledge, Skill and Competence for Practice as an Architect (see Document 5)
- Article 46 of Directive 2005/36/EC (see Document 6)

For further information contact: Margaret Hynds O'Flanagan, Admissions Director, RIAI, 8 Merrion Square, Dublin. Tel: 01 676 1703. moflanagan@riai.ie.

List of Documents included in this call

- *Call for Assessors (Technical Assessment) 2010*
- *Document 2 [Detailed Shortlisting Criteria]*
- *Document 3 [Duties of an architect]*
- *Document 4 [Technical Assessment Information Paper_Issue 4_25 November 2008]*
- *Document 5 [RIAI Standard of Knowledge Skill and Competence]*
- *Document 6 [Directive 2005_36_EC Article 46]*
- *Document 7 [Assessor Application Form]*