

Job description

Function/Role:	Chair of PTSC
Committee:	Professional Training and Standard Committee (PTSC)
Term:	3 years
Elect/Shadow period:	1 year
Max. years of extension	3 years
Tasks and responsibilities:	<p>Responsibilities:</p> <p>Monitoring the Training standards and assessing the quality of training through all projects, training programs and research needed, in order to be able to update and clarify training standards indicated in the HB and their rationale. Making sure attention is paid to cultural diversity in the implementation of standards and in the quality of exams. Paying close attention to the development of training standards in Europe and in different European countries.</p> <p>Tasks:</p> <ul style="list-style-type: none"> • Chairing the PTSC Committee, and developing together with its participants, coming from different cultural realities, a meta-perspective reflexion on the training needs and developments of the different fields, in the two meetings of March and July. • Assessing the implementation of standards towards the access to the status of PTSTA working in close cooperation with the TEW coordinator. • Monitoring the implementation of exam standards working in close cooperation with the COC Chair in his\her responsibility of exams organization. • Taking part to the meetings of the PTSC sub-committee COC so as to ensure evaluation of problems arising in connection the exam implementation processes and to study together the solutions to them in order to modify, where and if needed, rules and regulations connected with exam taking, according to the COC requests and \or needs. • Maintaining a close contact with EAP representative. • Investigating cultural differences and interpretations of rules and regulations towards a better communication with all EATA members in training. • Inform the members of special projects or activities organized by PTSC.

	<ul style="list-style-type: none"> • Report to Council all decisions and important activities (including those of COC) • Draw up a proposed annual budget for PTSC and COC with the relevant committees and administer it with the support of the treasurer. • Cooperates with Executive Committee in strategic issues <p>Take Responsibility of monitoring the outcome of tasks delegated to PTSC members: Exceptions and expansions, Bursaries, and other activities and responsibilities delegated.</p>
Competencies:	The Chair of PTSC must be a TSTA and proficient in English.
TA competencies and requirements:	COMMITTEE PTSC Made up mostly of experienced TSTAs, from different countries with good skills in teamwork and cooperation in complexity.
Special requirements:	
Other:	Elected by council and appointed by president.

Reviewed

Chair of PTSC Eva Sylvie Rossi	General Secretary Annamaria Cser	EC Member Peter Rudolph
Date: 01.06.2020	Date: 23/05/2020	Date: 28/03/2020