Oversight of the operation of the scheme for the recognition of Access to Higher Education (HE) courses

Executive decision-making group chaired by the CEO. Responsibility for the day-to-day leadership and management of QAA activities and functions. They ensure that the Access to HE team delivers their priorities.

Sets and evaluates standards of delivery and takes responsibility for monitoring key performance indicators

Responsible for the effective management of the QAA recognition scheme for Access to HE and the promotion of growth of Access to HE

To support the management of the QAA recognition scheme for Access to HE and the promotion of growth of Access to HE

Responsible for the collection and analysis of data to support:
- AVA licencing and review
- Access to HE Diploma Development
- Access to HE Data and public information

Provide support regarding all HR related issues, including recruitment, training and development of:
- external quality reviewers
- Access Recognition and Licensing committee members
- Development group members

Responsible for financial planning, budgeting, performance and project management to support the management of the QAA recognition scheme for Access to Higher Education (HE)

Provide IT and network support, including:
- information and record management,
- information security

Responsible for the promotion of growth activities for Access to HE
- Provide support with AVA reports and publications (proofreading)
- QAA website developments, events and digital/social media.

Provide support with networking and partnership activities, including formal, committee and development group meetings.

Provide support with networking, partnership activities, including FE and HE policy and funding liaison.