

Role description

Appointed Board Member

About this role

The EdTech Evidence Board (EEB) project, funded by the Department for Education (DfE) and delivered by the Chartered College of Teaching, aims to help educational settings and EdTech companies to better understand and improve the impact of their products on teaching and learning by taking an evidence-based approach to evaluating the effectiveness and impact of EdTech products.

We are seeking to convene an appointed board who will provide governance and oversight of the EdTech Evidence Board process, ensuring that standards are consistently upheld. Appointed Board Members are likely to be sector leaders working within either the education or EdTech sectors, typically with experience and knowledge of governance in a sector organisation.

This is a prestigious role with the potential for Appointed Board Members to have significant impact on the shape of EdTech quality and adoption in education.

It is important that the Appointed Board is diverse and representative of the system and we recognise the need for board members to bring a range of experiences and perspectives to the role. We particularly welcome and encourage applications from underrepresented groups.

Key responsibilities

We are currently in a pilot phase where we will be testing the EdTech Evidence Board approach, reviewing a small number of EdTech products. EdTech organisations participating in the pilot will each submit a portfolio of evidence for review against a predefined set of criteria. This review will be undertaken by trained panels of reviewers who will make judgements as to the extent to which each criterion is met. The Appointed Board will then meet to review and ratify outcomes.

Key responsibilities of Appointed Board Members in this pilot phase are to:

- moderate the judgements made by reviewers to ensure consistent application of criteria
- monitor and evaluate the effectiveness of review and moderation processes to ensure that the judgements made are consistent, fair and accurate and that the feedback is of a good quality
- work collectively to agree the minimum thresholds for meeting the required standard
- review and ratify outcomes from the review process
- participate as a member of an appeals review panel, if required
- use data and insights from the process to make recommendations and improvements to the EEB approach
- provide expertise, guidance and feedback to inform the ongoing strategy for the development and implementation of the EEB beyond the pilot phase.

- prepare for and attend two face to face meetings between January and February 2026.

Whilst the initial appointment will be for the pilot, it is anticipated that appointed board members will continue in their role for a period of up to four years, subject to continuation of the EEB beyond the pilot.

About You

The person specification below outlines the essential and desirable knowledge, skills and experience we are looking for in appointed Board Members.

Person specification
Essential knowledge, skills and experience
<p>You will:</p> <ul style="list-style-type: none"> • have experience and knowledge of governance in an education or EdTech sector organisation • have proven senior or executive leadership experience in an education sector or EdTech sector organisation • have an understanding of the wider educational landscape, national policies and frameworks, systemic factors and the complexity of factors that may influence practice around Education Technology • be able to critically evaluate education research to determine its quality, specifically to make judgements about the reliability and validity of claims • demonstrate a strategic and systematic approach, with the ability to use insights from data and evidence to identify patterns and trends, and inform decision-making • communicate effectively with others with the ability to articulate your reasoning and logic, take into account other viewpoints and achieve consensus on complex matters • demonstrate the highest standards of professionalism and integrity; be held in high-regard within the education and/or EdTech sector.
Desirable knowledge and experience
<p>You may be able to demonstrate some, or all, of the following:</p> <ul style="list-style-type: none"> • Knowledge and experience of evaluation or quality assurance • Knowledge/experience/understanding of accreditation and standards • Knowledge and understanding of EdTech or evidence evaluation frameworks.
You will also:
<ul style="list-style-type: none"> • Be willing to participate in evaluation activities, providing feedback to the Chartered College to support the future development of the EdTech Evidence Board approach • Have highly effective organisational skills, with ability to manage your own time, meet deadlines and work effectively with others • Be committed to equality and diversity, which you demonstrate in your work and interactions with others • Have capacity to prepare for and attend two full-day, face to face meetings in London, to take place in January 2026 and February 2026 (dates to be agreed with board members once appointed).

All Appointed Board Members will be required to complete a Non Disclosure Agreement and must declare any interests they hold that may be relevant to the role. Typically, we will be unable to

accept applications from individuals who hold current interests in EdTech organisations which may (or may be perceived to) affect their ability to perform the role objectively.

Remuneration and expenses

This is a voluntary role, however the Chartered College of Teaching will provide an honorarium payment of £1000 per annum to the individual or their employer in recognition of the time and expertise provided. The sum of this honorarium payment will be reviewed annually.

The Chartered College of Teaching will reimburse reasonable travel expenses incurred in relation to appointed board members' attendance at face to face meetings. Individuals are not expected to incur any further expenses in the performance of this role and as such, no other expenses will be reimbursed.

Application Process

Applications for this role should be submitted via the online application form (linked below) by no later than Monday 10th November 2025. The application requires you to provide information about your motivation and suitability for the role.

Points to note:

- We are seeking to appoint multiple individuals to the Appointed Board.
- Applications will be reviewed on a rolling basis as they are received and we may close the application form at an earlier stage if we have significantly exceeded the number of applications required for the number of roles available.
- Applications will be reviewed against the person specification so please keep this in mind when submitting your application.
- Shortlisted applicants will be invited to attend a video call to discuss the role and evaluate suitability. Additional checks will be undertaken to ensure suitability for the role.

Complete your application: <https://forms.gle/cjDM7nioNi4jsmBa7>

If you have any questions about this role, please contact Katy Chedzey or Sam Evans via email: edtech@chartered.college