

Shape the Future of e-Assessment: Join the e-Assessment Association Board of Directors

Our Journey and Purpose

The e-Assessment Association (EAA) has recently undergone a significant transformation, transitioning from an unincorporated association to a company limited by guarantee. This strategic move, completed in February 2025, provides us with a more formal governance structure to support our continued growth and impact in the field of e-assessment. As part of this transition, we established e-Assessment Association Ltd which now sits alongside e-Assessment Services Limited, our wholly-owned subsidiary company limited by shares. These companies now enable us to operate both as a not-for-profit organisation whilst generating revenue that can be reinvested into our core mission.

Our Objectives:

The eAA is committed to advancing e-assessment through four key objectives:



Professional Support: To provide professional support and facilitate debate and discussion for people involved in the field of e-assessment and the delivery of e-assessment services



Positive Advocacy: To create and communicate the positive contributions that technology makes to all forms of assessment



Good Practice: To develop statements of good practice for suppliers and consumers of e-assessment technologies



Awareness Building: To build awareness of the benefits that technology can bring to assessment with particular focus around delivering improvement to learning and assessment in order to improve outcomes for learners

Join Our Board of Directors

Following our successful incorporation, we are now seeking dedicated individuals to join our Board of Directors and help guide the next phase of our growth. We have three director positions becoming vacant in September 2026.

As part of our commitment to keeping the energy of the association vibrant and dynamic, we operate an annual rotation system where board members serve for three years before having the opportunity to reapply. This approach ensures fresh perspectives whilst maintaining continuity and experience within our leadership team.

Current Vacancies:

- Two Ordinary Director positions, to be filled by ordinary members
- One Organisational Director position, to be filled by organisational (sponsor) members.



The Role of a Director

Serving as a Director involves actively supporting the work of the board to deliver improvement to learning and assessment. Directors may have access to confidential information and are expected to act in the best interests of the e-Assessment Association at all times. It is important for applicants to consider any actual or potential conflicts of interest that may arise.

The Nominations Committee's Terms of Reference suggest an estimated time commitment of 4-6 hours per month for Committee members, which gives an indication of the commitment expected for Board activities.



What We Are Looking For:

The Nominations Committee, in consultation with the Board's skills audit, seeks candidates who can:

- Contribute relevant skills, knowledge, and experience to the Board
- Align with the eAA's objectives
- Possess competencies identified through the skills matrix
- Demonstrate motivation for taking on the role
- Dedicate sufficient time to the position
- Act in the best interests of the association, its members and the e-assessment community

How to Apply

The process for nomination and appointment is determined by rules set by the Directors:

- Any Ordinary Member of the e-Assessment Association can be nominated by two other Ordinary Members to become an Ordinary Director
- An Organisational Member can nominate an employee to become an Associate Director

Individuals wishing to apply or be nominated will need to complete this form [here](#). This form will cover:

- Factual information about your background
- Details of the skills and experience you can bring to the eAA board
- A personal statement (maximum 500 words) outlining your interest and what you feel you can contribute
- Contact details for two personal referees
- A completed 'schedule and declaration of interests' form

You can complete your application [here](#).

What Happens Next?

The Nominations Committee will:

- 1 Review and verify all applications and agree a longlist of eligible applicants
- 2 Invite selected applicants to meet with a selection panel of existing directors
- 3 Determine suitable candidates based
- 4 Take up references
- 5 Make a recommendation to the eAA board

The eAA board will decide on the applicants to be appointed as directors. All applicants will be informed of the outcome, and an announcement regarding the appointment of new directors will be sent to all members.

Key Dates:

- Nominations closing date: **26 June 2026, 12-noon GMT**
- Interview will be held on either **16 or 17 July 2026**
- Outcome of process: **September 2026**
- Appointment and start date: **25 September 2026**

Contact

If you have any questions regarding the eAA director role or the nomination and appointment process, please do not hesitate to contact governance@e-assessment.com. We encourage all eligible and interested members to consider putting themselves forward or nominating suitable colleagues to help lead the e-Assessment Association forward.

