



## CII Expert Practitioner Role Profiles

### Role Profile: Writer/Reviewer (Learning Solutions)

The CII Learning Solutions department works with insurance sector experts to develop learning materials and services to support insurance students studying for their professional qualifications.

The department's team of editors, digital content specialists and instructional designers provide full guidance and support, working with timescales that recognise that there is a 'day job' to be done.

Learning Solutions asks for experts to meet the following criteria:

- Professional qualification for level of unit being developed (subject to exceptions);
- Current practitioner status;
- Confident and up-to-date in subject knowledge;
- Good standard of written English and communication skills;
- Realistic about timescales and deadlines;
- Comfortable working electronically; and
- Able to work as part of a team.

Further criteria relating to specific roles and subjects may apply, which will be discussed with you as appropriate.

The roles are outlined below:

Role	Purpose and scope
<b>Writer</b>	<ul style="list-style-type: none"><li>• Write technical content for the materials being developed or maintained.</li><li>• Projects range from writing material for brand new learning content and updates of existing learning content, through to writing a bank of online multiple choice questions.</li><li>• Writers work over periods of several months; working closely with editors and reviewers. Input depends upon extent of involvement, which is discussed and agreed on an individual basis and takes account of other commitments.</li><li>• Work remotely with possible occasional meeting attendance.</li></ul>
<b>Reviewer</b>	<ul style="list-style-type: none"><li>• Review and provide technical feedback on content written for materials in development.</li><li>• Learning content reviewers typically work over a period of a few months aligned with submission of content from writers.</li><li>• Time commitments for other reviewing projects are typically much less than for learning content and can involve just a few hours' work.</li><li>• Work remotely with possible occasional meeting attendance.</li></ul>

Register your interest in being a CII Expert Practitioner at [www.cii.co.uk/expert-register](http://www.cii.co.uk/expert-register).