

Job Advert – Chartered Project Professional – Facilitator for assessment re-development pilot 2026.

Freelance – Home Based.

Pilot dates: From 27 April to 1 May 2026.

Association for Project Management (APM)

We're Association for Project Management (APM). We're a professional membership organisation that sets the standards for the project profession. As a registered charity, we reinvest our surplus for the benefit of our members and the profession. We deliver education and develop qualifications. We conduct research and provide knowledge and resources. We run events and share best practice. We give people the opportunity to connect and provide community for our individual members and corporate partners, wherever they are. Above all, when doing so makes a difference, we challenge the status quo.

We are currently redeveloping our Chartered Project Professional (ChPP) Standard with a vision to redefine how Chartership competence is assessed, enabling global scalability and accessibility. This project aims to identify the most effective assessment methods that support operational efficiency and scalability without compromising rigour, reliability, accessibility, or inclusivity.

As part of this work, we are inviting practising project professionals to participate in the pilot of our proposed assessment model. One of the roles required for the pilot is that of a 'Facilitator.'

The purpose of this role is to host the virtual oral presentations delivered by applicants during the pilot assessment. This includes actively listening to their presentations and conducting the subsequent Q&A session using a prescribed question bank. Facilitators must deliver question sets accurately and consistently while creating a positive, professional assessment environment.

We'd like to hear from suitably qualified and experienced project professionals who are interested in getting involved in this area of work.

Qualifications, skills and experience

We are looking for people who:

- Hold Chartered Project Professional Status or a Master's degree (or equivalent) in Project Management.
- Have experience in a project professional capacity (preferably within the last five years).
- Have kKnowledge and awareness of current practice and methodologies demonstrated through continued professional development.
- Have the ability to work to tight deadlines.
- Are not affiliated with any APM Accredited Training Providers or with any coaching/ training programmes for ChPP.
- Are not currently involved in the development or delivery of project management qualifications for another awarding organisation.

Experience of competence-based assessments in an education, training or mentoring capacity is not essential but would be an advantage.

Time commitment

Facilitators will be expected to commit to approximately **35** hours of facilitating ChPP presentations from 27 April to 1 May 2026.

Additionally, facilitators will be expected to:

- Attend the mandatory training sessions:
 - Onboarding/welcome meeting (via MS Teams): **17 March 2026 (0.5 hours)**
 - Training session (via MS Teams): **24 March 2026: 12:30 to 14:00**

Fees

- £46.88 per presentation
- £62.50 for the training sessions

Applying

If you are interested in this opportunity and feel you have the necessary attributes, skills and expertise we're looking for, please send your CV and a covering letter detailing how you meet the role requirements to e-mail: psrecruitment@apm.org.uk

Closing date: **20 February 2026**

We reserve the right to close the vacancy once we have received sufficient applications, so please be advised to submit your application as early as possible