ICAEW Ethics Moderator

ICAEW's ACA is regarded as one of the premier qualifications for business leaders and attracts talented students from a variety of backgrounds worldwide. We are currently looking for professionals from a business or academic background to join our team as Ethics Moderator across the ACA.

ROLE DESCRIPTION

The Ethics Moderator works across all Levels of the ACA qualification, securing and progressing the use of ethical concepts through formal review of content and through influence, persuasion, and guidance. As well as working on cross-qualification elements, the Ethics Moderator reviews individual examinations during development to advise on ethical coverage, content and progression through the qualification.

The role specifically includes

- Taking a proactive lead in driving forward ethics within the ACA qualification
- Meeting with ICAEW staff, examiners and moderators to discuss ethics in the ACA
- Undertaking reviews of the exam papers for all Professional Level and Advanced Level exam sessions, providing analysis of its sufficiency to ICAEW and providing commentary and guidance to examiners to ensure suitable high-quality content is included
- Completing reviews of Certificate Level questions prior to their introduction into the exams. Reviews of full module item banks from time-to-time, to assess sufficiency and quality with associated reporting
- Ensuring consistency and progression of ethical issues throughout the ACA qualification
- Advising the Senior Moderators, ICAEW staff and Assessment Committee as required on the appropriateness and progress of ethics integration within the qualification as a whole
- Presentations to various parties on the work undertaken and nature and progress of the role
- Ad hoc work with other ICAEW projects and teams where appropriate
- Approximately commitment time would be between 20-35 days per year

PERSON SPECIFICATION

ICAEW examiners and moderators are experts in their subject area, drawing from commercial and/or academic experience and applying this within an assessment framework. You may be changing career path, looking for additional work to expand your portfolio, or already be working as a freelancer in the professional qualifications space. You'll likely have recent experience of professional assessment or content creation in accountancy qualifications with a focus on ethics. To undertake this role, you will need to be a qualified accountant.

Applicants for the post will need to demonstrate the following skills and attributes:

- specialism in ethics particularly within accountancy, together with a keen interest in and current knowledge of the ACA
- strong communication and presentation skills with the ability to influence
- willingness to work collaboratively with exam teams, Senior Moderators and ICAEW staff
- creativity, flexibility and responsiveness to identified needs
- attention to detail
- ability to work to strict deadlines
- a self-starter who can set priorities and lead initiatives
- respect for the confidential nature of ICAEW's examination process

Please note that the Ethics Moderator is not permitted to teach ICAEW students if appointed.

REMUNERATION

Fees are paid either on a fixed fee or daily rate in accordance with the nature of the work.

HOW TO PROCEED

Please send your CV and a statement detailing:

- how you meet the person specification
- why you would be interested in becoming an ICAEW Ethics Moderator

to ExaminerRecruitment@icaew.com by 15th November 2026.

Interviews will be held remotely via Microsoft Teams in early to mid-December.