

Memo

Queensland Curriculum and Assessment Authority

2 April 2026

Senior secondary

Number: 020/26

Language speaker recruitment

Purpose

To advise that the QCAA is seeking native language speakers to deliver oral language for the development of external assessment (EA).

Background

Each year, native language speakers are required to produce EA digital stimulus for General and General (Senior External Examination) syllabuses. This can be in the form of an audio or audiovisual recording.

Information

To apply for a Language Speaker position, an applicant must:

- have native speaker proficiency in the language they are applying for
- be responsive to feedback about the delivery of oral language
- not be related to any person sitting the EA in the year the assessment will be used
- not be teaching or tutoring students who will be sitting the EA in the year the assessment will be used or providing feedback on drafts or practice assessments.

Languages

Language Speakers are needed for the following languages:

Asian languages

- Chinese
- Indonesian
- Japanese
- Korean
- Vietnamese

European languages

- French
- German
- Italian
- Spanish

Location

Face-to-face recording is done in West End QLD 4101. Recording remotely is not an option.

Time commitment

Language Speakers will be required for a minimum of two hours on one of the following:

- Saturday 23 May 2026
- Sunday 24 May 2026.

A follow-up session may also be required.

Remuneration

QCAA Language Speaker roles are paid for a minimum of two hours at an AO4.4 hourly rate of \$63.83 per hour upon submission of an approved timesheet.

Language Speakers are not entitled to travel expenses or travel allowances.

What you need to do

To apply, please complete an application through the Assessor Jobs app in the QCAA Portal (www.qcaa.qld.edu.au/portal) by **17 April 2026**.

Non-teaching applicants are required to register for a QCAA Portal account at www.qcaa.qld.edu.au/portal/home/landing/#/register-non-school before submitting their application.

Applicants may also be required to submit other application documents including a resume and cover letter. Applicants will be individually notified via email if further documents are required.

Finding out more

Please email the Program Workforce Unit at assessors@qcaa.qld.edu.au, or phone 1300 239 227.

Jo Butterworth
Executive Director, Curriculum Services Division









© State of Queensland (QCAA) 2026

Licence: <https://creativecommons.org/licenses/by/4.0> | **Copyright notice:** www.qcaa.qld.edu.au/copyright — lists the full terms and conditions, which specify certain exceptions to the licence. |

Attribution: '© State of Queensland (QCAA) 2026' — please include the link to our copyright notice.

Role description

Language Speaker, Assessment Services Unit

 Location West End, 4101 (onsite and street parking available). Face-to-face attendance is required. Recording remotely is not available.	 Role type and duration Casual
 Remuneration AO4.4 (\$63.83 per hour)	 Branch and division Senior Curriculum and Assessment Branch, Curriculum Services Division
 Closing date 17 April 2026	 Contact Program Workforce Unit Email: assessors@qcaa.qld.edu.au Phone: 1300 239 227

About the role

The Assessment Services Unit in the Senior Curriculum and Assessment Branch is part of the Curriculum Services Division. The unit employs native language speakers to record the digital stimulus for external assessment in the following languages:

- Chinese
- Indonesian
- Japanese
- Korean
- Vietnamese
- French
- German
- Italian
- Spanish.

Time commitment

Language Speakers will be required for a minimum of two hours on one of the following:

- Saturday 23 May 2026
- Sunday 24 May 2026.

A follow-up session may also be required.

What you will do

As a Language Speaker, you will:

- deliver oral language that will be recorded as an audio or audiovisual file for external assessment
- maintain confidentiality and security of all external assessment materials.

Reporting relationships

This role reports to the Senior Project Officer.

What we are looking for

To apply for a Language Speaker position, you must:

- have native speaker proficiency in the language
- be responsive to feedback about the delivery of oral language
- not be related to any person sitting the external assessment in the year the assessment will be used
- not be teaching or tutoring students who will be sitting the external assessment in the year the assessment will be used or providing feedback on drafts or practice assessments.

Selection process

- The first stage of selection is based on information provided in your application, e.g. native speaking experience for the language that you are applying for.
- Shortlisted applicants may be required to complete a telephone interview with the Senior Project Officer and/or Principal Education Officer.

Working with us

The QCAA is a statutory body of the Queensland Government.

Our vision: Leading curriculum and assessment for a future-ready Queensland.

Our purpose: To provide high-quality curriculum, assessment and reporting services that enable equity, excellence, public confidence, and lifelong learning.

Our culture: The QCAA has an inclusive culture that promotes the skills and insights of all people and embraces their differences, and we are committed to achieving an inclusive and diverse workforce.

We continue to build cultural capability across the QCAA, equipping ourselves to better support Aboriginal peoples and Torres Strait Islander peoples in our work as part of Queensland's education community.

See www.qcaa.qld.edu.au.

Remuneration

QCAA Language Speaker roles are paid for a minimum of two hours at an AO4.4 hourly rate of \$63.83 per hour upon submission of an approved timesheet.

Language Speakers are not entitled to travel expenses or travel allowances.

Conditions and benefits of the role

- Language Speakers will be employed on a casual basis under section 41 of the *Education (Queensland Curriculum and Assessment Authority) Act 2014*.
- Appointees will be required for a minimum of two hours on specified dates and time.
- Appointees' work will be monitored and reviewed, with feedback and support given, as well as appropriate actions taken as necessary.
- All QCAA employees are subject to the *Code of Conduct for the Queensland Public Service*. To view the code and other important information on ethics in the Queensland public sector, see www.forgov.qld.gov.au/employment-policy-career-and-wellbeing/public-service-values-and-conduct.
- A casual appointment may be ceased if an identified trend in the quality, consistency or accuracy of an appointee's work is unable to be resolved, where there has been a breach to the *Code of Conduct for the Queensland Public Service*, or where a Language Speaker is not participating in events as required.

How to apply

To apply, please complete an application through the Assessor Jobs app in the QCAA Portal (www.qcaa.qld.edu.au/portal) by **17 April 2026**.

Non-teaching applicants are required to register for a QCAA Portal account at www.qcaa.qld.edu.au/portal/home/landing/#!/register-non-school before submitting their application.

Applicants may also be required to submit other application documents including a resume and cover letter. Applicants will be individually notified via email if further documents are required.