

ASSESSOR SPECIFIC REQUIREMENTS

NZC in Sport and Recreation (Programme Management) – Level 5

ASSESSOR SPECIFIC REQUIREMENTS	
STEP 1: APPLICATION AND PROPOSED SCOPE	<ul style="list-style-type: none"> • Complete Skills Active Assessor Application Form • Two referees: <ul style="list-style-type: none"> ○ Workplace (if no workplace, then appropriate industry representative)
STEP 2: SELECTION	<p>CV/ Portfolio with evidence to meet the following:</p> <ul style="list-style-type: none"> • Hold NZC in Sport and Recreation (Programme Management) Level 5 <p>OR</p> <ul style="list-style-type: none"> • Be able to demonstrate equivalent skills and knowledge <p>AND</p> <ul style="list-style-type: none"> • Minimum industry experience of two years in a programme delivery or programme management role • Endorsement by a relevant Senior Assessor Mentor (SAM) and appropriate industry referees
STEP 3: TRAINING AND ASSESSMENT	<ul style="list-style-type: none"> • Complete Skills Active Assessor Workshop and Assessment - Gaining NZQA Unit Standard 30421 <p>OR</p> <ul style="list-style-type: none"> • Equivalent Knowledge and Skills, and attendance at a Skills Active Assessor Induction session
STEP 4: REGISTRATION AND CONFIRMATION OF SCOPE	<ul style="list-style-type: none"> • First assessments completed under the direction of an approved Senior Assessor Mentor (SAM) • Registration and scope confirmed
STEP 5: MODERATION	<ul style="list-style-type: none"> • Engage in Skills Active Moderation annually
STEP 6: MENTORING AND CURRENCY	<ul style="list-style-type: none"> • Ongoing contact with Skills Active Learning Support Advisor (LSA) • Complete Skills Active Moderation and Refresher Training • Evidence of ongoing professional development • Re-registration process every three years

Qualification to be assessed	Must hold the following qualification/s, or higher	Equivalent Qualification/s	Experience/Logged hours
New Zealand Certificate in Sport and Recreation (Programme Management) – (Level 5)	<i>Please refer to step 2 above</i>	<i>Please refer to step 2 above</i>	Two years minimum