

## ASSESSOR SPECIFIC REQUIREMENTS

NZC in Cycle Skills Instruction (Level 4) with strands in Beginner Skills, Intermediate Skills, and Advanced Skills

ASSESSOR SPECIFIC REQUIREMENTS	
<b>STEP 1: APPLICATION AND PROPOSED SCOPE</b>	<ul style="list-style-type: none"> <li>• Complete Skills Active Assessor Application Form</li> <li>• Two referees from the list below:               <ul style="list-style-type: none"> <li>○ Cycle skills workplace (if no workplace, then appropriate industry representative)</li> <li>○ Current cycle skills instructor Senior Assessor Mentor</li> <li>○ Current cycle skills instructor Assessor</li> <li>○ Cycling NZ</li> </ul> </li> </ul>
<b>STEP 2: SELECTION</b>	<p>CV/Portfolio with evidence to meet the following:</p> <ul style="list-style-type: none"> <li>• Hold the New Zealand Certificate in Cycle Skills Instruction (Level 4) with strands in beginner, intermediate and advanced skills to at least the strand intending to assess for two years</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>• National Certificate in Recreation and Sport – Coaching (Cycle Skills Instruction) (Level 3) to at least the grade intending to assess for two years</li> </ul> <p><b>PLUS</b></p> <ul style="list-style-type: none"> <li>• Current first-aid certificate</li> <li>• Minimum of 200 hours logged instructing time within the last 2 years and within the context/strand intending to assess</li> </ul>
<b>STEP 3: TRAINING AND ASSESSMENT</b>	<ul style="list-style-type: none"> <li>• Complete Skills Active Assessor Workshop and Assessment - Gaining NZQA Unit Standard 30421</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>• Equivalent Knowledge and Skills, and attendance at a Skills Active Assessor Induction session</li> </ul>
<b>STEP 4: REGISTRATION AND CONFIRMATION OF SCOPE</b>	<ul style="list-style-type: none"> <li>• First assessments completed under the direction of an approved Senior Assessor Mentor (SAM)</li> <li>• Registration and scope confirmed</li> </ul>
<b>STEP 5: MODERATION</b>	<ul style="list-style-type: none"> <li>• Engage in Skills Active Moderation annually</li> </ul>
<b>STEP 6:</b>	<ul style="list-style-type: none"> <li>• Ongoing contact with Skills Active Learning Support Advisor (LSA)</li> </ul>

## **MENTORING AND CURRENCY**

- Complete Skills Active Moderation and Refresher Training
- Evidence of ongoing professional development
- Re-registration process every three years