

National Certificate in Māori Business and Management

Level 4

Credits 92

Purpose

The National Certificate in Māori Business and Management [Ref: 0365] is for those seeking a career in Māori business, or who are working in a Māori business or management environment (paid or voluntary). The qualification recognises skills and knowledge in Māori business concepts and processes. Holders of the qualification will be able to demonstrate understanding of tikanga and kawa in a management or administrative role in a marae or business environment.

The qualification can build on the National Certificate in Employment Skills [Ref: 0231], or the National Certificates in Business Administration and Computing levels 2 and 3 [Ref: 0008 and 0633]. The qualification may provide a pathway to the National Certificate in Business Administration (Level 4) [Ref: 0634], the National Certificate in Reo Māori (Level 4) [Ref: 0426] or the National Diploma in Māori Business and Management (Level 5) with an optional strand in Iwi Management [Ref: 0366].

Credit Range

	Compulsory	Elective
Level 2 or below credits	-	0-45
Level 3 credits	7	0-45
Level 4 or above credits	36	4-49
Minimum totals	43	49

Requirements for Award of Qualification

This qualification will be awarded to people who have met the requirements of the compulsory and elective sections.

Compulsory

All of the standards listed are required.

Elective

A minimum of 49 credits, of which a minimum of 4 credits are at level 4 or above, from the specified elective sets.

Award of NQF Qualifications

Credit gained for a standard may be used only once to meet the requirements of this qualification.

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided in the Qualifications Authority *Rules and Procedures* publications available at www.nzqa.govt.nz/ncea/.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (Id). Any version of a standard with the same Id may be used to meet qualification requirements that list the Id and/or that specify the past or current classification of the standard.

Detailed Qualification Requirements

Compulsory

All the standards listed below are required.

Field Māori
 Subfield Māori Business and Management
 Domain Māori Management – Generic

Id	Title	Level	Credit
10667	Explain the use of kawa and tikanga in Māori management situations	4	8
10671	Explain selected Māori concepts in relation to Māori management situations and relationships	4	8
10674	Identify skills in management contexts based on Māori concepts	4	6

Domain Māori Management in Māori Organisations

Id	Title	Level	Credit
10694	Research and explain effective marae management systems and models	4	8

Domain Māori Office Systems

Id	Title	Level	Credit
2894	Prepare and implement Māori general office procedures	4	6
2895	Produce text processed communications in the Māori language	3	3
2896	Plan hui and record proceedings	3	4

Elective

A minimum of 49 credits of which a minimum of 4 credits are at level 4 or above as specified.

- A minimum of 10 credits is required from the following domain.

Field	Subfield	Domain
Business	Business Administration	Business Information Processing

- A minimum of 9 credits is required from the following domain.

Field	Subfield	Domain
Māori	Māori Business and Management	Finance - Māori

- A minimum of 10 credits is required from the following domains.

Field	Subfield	Domain
Business	Business Administration	Business Administration Services
		Business Information Management

- The balance of credits if required, can be selected from anywhere on the National Qualifications Framework.

Transition Arrangements

Version 3

This qualification was issued as version 3 in March 2005 to meet the requirements of the new qualification format.

Previous versions of the qualification

Version 2 was issued in December 2002. Changes to structure and content included amendments to Field names to reflect new classifications and minor editorial amendments to the purpose statement and qualification requirements.

This qualification contains classifications that replace earlier classifications. For the purposes of this qualification, people who have gained credit for standards in the lapsed classifications may continue to use those credits to meet the qualification requirements.

Credits for unit standards in	Count towards qualification requirements where the following is specified
Business and Financial Services>Business Administration>Business Administration Services	Business>Business Administration>Business Administration Services
Business and Financial Services>Business Administration>Business Information Management	Business>Business Administration>Business Information Management
Business and Financial Services>Business Administration>Business Information Processing	Business>Business Administration>Business Information Processing
Business> Māori Business and Management>Finance - Māori	Māori> Māori Business and Management>Finance - Māori

For detailed information see [Review Summaries](#) on the Qualifications Authority website.

NQF Registration Information

Process	Version	Date	Last Date for Award
Registration	1	September 1997	N/A
Revision	2	December 2002	N/A
Revision	3	March 2005	N/A

Standard Setting Body

NZQA Māori Qualification Services
PO Box 160
WELLINGTON

Telephone 04 802 3000
Email mqs@nzqa.govt.nz

Any person or organisation may contribute to the review of this qualification by sending feedback to the standard setting body at the above address.

The review of this qualification is planned to take place in December 2008.

Certification

The certificate will display the logo of the Qualifications Authority.

Classification

This qualification is classified according to the NQF classification system and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

NQF Classification		NZSCED	
Code	Description	Code	Description
411	Māori/Māori Business and Management	080301	Management and Commerce/Business and Management/Business Management

Quality Management Systems

Providers and Industry Training Organisations must be accredited by a recognised Quality Assurance Body before they can register credits from assessment against standards. Accredited providers and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Accreditation requirements and the moderation system are outlined in the associated Accreditation and Moderation Action Plan (AMAP) for each standard.