

National Certificate in Adult Literacy and Numeracy Education (Vocational/Workplace) (Level 5)

Level	5
Credits	40

Purpose

The National Certificate in Adult Literacy and Numeracy Education (Vocational /Workplace) (Level 5) [Ref: 1253] recognises expertise in adult education and training, and thereby contributes to the improvement of the foundation skills (literacy and numeracy) of adult learners in Aotearoa New Zealand. It is a professional qualification for adult literacy and numerator educator competence in Aotearoa New Zealand.

This qualification is intended to raise the skills of the adult educator to develop the literacy and numeracy skills of learners within the context of a training/education programme. It is particularly relevant for existing practitioners who deliver programmes and who are recognised as adult educators in their own field. They might be workplace trainers and/or assessors, or vocational tutors or lecturers; the programme could be on-job or off-job.

This qualification assumes a professional level of expertise in adult education and training, including cultural perspectives that underpin their teaching for Māori learners and learners from other cultures. This is not an entry-level qualification.

The compulsory section of the National Certificate in Adult Literacy and Numeracy Education (Vocational/Workplace) contains Unit 21204, *Develop adult learners' literacy and numeracy skills within a training or education programme*. The elective credits may be gained from a range of standards as appropriate to the educator's needs and context.

People awarded the National Certificate in Adult Literacy and Numeracy Education (Vocational/Workplace):

- understand historical and theoretical issues underpinning adult literacy and numeracy education in Aotearoa New Zealand
- are knowledgeable about Māori adult literacy
- are able to identify the literacy and numeracy demands of their programme
- are able to identify a person's literacy and/or numeracy strengths and needs and assess their progress
- are able to embed literacy and numeracy skills development into their programme and use appropriate teaching strategies
- are able to evaluate effectiveness of strategies and activities and any literacy support in the training or education programme
- have demonstrated competence in other areas relevant to their programme.

People who achieve this qualification may wish to progress to the National Certificate in Adult Literacy and Numeracy Education (Educator) (Level 5) [Ref: 1212] and/or to qualifications in Adult Education and Training.

Credit Range

	Compulsory	Elective
Level 5 credits or above	30	10
Minimum total	40	

Requirements for Award of Qualification

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 section 7 of the New Zealand Qualifications Authority (NZQA) Rules and Procedures publications available at <http://www.nzqa.govt.nz/ncea/acrp/index.html>.

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.

Summary of Requirements

- Compulsory standards
- Elective – A minimum of 10 credits as specified

Detailed Requirements

Compulsory

The following standard is required

Education > Adult Education and Training > Adult Literacy and Numeracy Education

ID	Title	Level	Credit
21204	Develop adult learners' literacy and numeracy skills within a workplace training or education programme	5	30

Elective

A minimum of 10 credits at Level 5 or above

Field	Subfield	Domain
Education	Adult Education and Training	Adult Literacy and Numeracy Education
		Delivery of Adult Education and Training
		Design and Development of Adult Education and Training
		Evaluation in Adult Education and Training
		Management of Adult Education and Training

Field	Subfield	Domain
	Generic Education and Training	Assessment of Learning Open, Flexible, and Networked Learning
Humanities	Communication Skills	Interpersonal Communications Writing
Māori	Te Mātauranga Māori me te Whakangungu	Te Mātauranga Māori Whāiti Te Mātauranga Māori Whānui

Transition Arrangements

Version 2

Version 2 was issued following review in order to update content.

Changes to content

- Title of the qualification has changed to reflect the new domain name and its emphasis on both literacy and numeracy.
- Domain names in the elective were updated and exemptions were included for earlier classifications.

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

This qualification contains classifications that replaced earlier classifications. For the purposes of this qualification, people who have gained credit for the standards in the expiring or expired classifications are exempt from the requirement to gain credit for the standards in the new classifications – see table below.

Standards from	Are treated as Standards from
Education > Adult Literacy Education > Adult Literacy Educator	Education > Adult Education and Training > Adult Literacy and Numeracy Education
Education > Generic Education and Training > Open and Distance Learning	Education > Generic Education and Training > Open, Flexible, and Networked Learning

People currently working towards version 1 may choose to complete that version or transfer their results to version 2. The final date for entry into programmes leading toward version 1 of this qualification is 31 December 2010. The final date for assessments to take place for version 1 is 31 December 2013.

It is not intended that anyone be disadvantaged by this review. People who wish to seek advice or feel disadvantaged by these transition arrangements are advised to contact National Qualifications Services at the address below.

NQF Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	August 2006	December 2013
Review	2	August 2010	N/A

Standard Setting Body

NZQA National Qualifications Services
PO Box 160
Wellington 6140

Telephone 04 463 3000
Email nqs@nzqa.govt.nz
Website <http://www.nzqa.govt.nz/>

Planned Review

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

Next Review	2014
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Certification

This certificate will display the logos of NZQA and the accredited organisation.

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
2154	Education > Adult Education and Training > Adult Literacy and Numeracy Education	070199	Education > Teacher Education > Teacher Education not elsewhere classified

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.