

National Certificate in Adult Literacy Education (Vocational Tutor/Lecturer or Workplace Trainer)

Level 5

Credits 40

Purpose

The National Certificate in Adult Literacy Education (Vocational Tutor/Lecturer or Workplace Trainer) [Ref: 1253] recognises expertise in adult education and training, and thereby contributes to the improvement of the foundation skills (literacy and/or numeracy) of adult learners in Aotearoa New Zealand.

The National Certificate in Adult Literacy Education (Vocational Tutor/Lecturer or Workplace Trainer) is a professional qualification for adult educator competence in Aotearoa New Zealand. 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 to Māori learners and learners from other cultures. This is not an entry-level qualification.

The compulsory section of the National Certificate in Adult Literacy Education (Vocational Tutor/Lecturer or Workplace Trainer) is standard 21204, *Develop adult learners' literacy and numeracy skills within a training or education programme*. This standard is intended to raise the literacy and/or numeracy awareness of an adult educator from a non-literacy/numeracy subject area where the main purpose is to develop skills other than literacy and/or numeracy. This adult educator may have learners who need literacy and/or numeracy skill development to successfully achieve in a training or education programme that is not itself a specialist literacy/numeracy and/or ESOL programme. This unit standard focuses on numeracy and on literacy in English.

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 Education (Vocational Tutor/Lecturer or Workplace Trainer):

- 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 to assess their progress
- are able to integrate 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 the National Certificate in Adult Literacy Education (Vocational Tutor/Lecturer or Workplace Trainer) may wish to progress to the National Certificate in Adult Literacy Education (Educator) [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

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

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

The standard listed below is required.

Field Education
 Subfield Adult Literacy Education
 Domain Adult Literacy Educator

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

Elective

A minimum of 10 credits at level 5 or above is required from standards in any of the following domains.

Field	Subfield	Domain
Education	Adult Education and Training	Delivery of Adult Education and Training
		Design and Development of Adult Education and Training

Field	Subfield	Domain
		Evaluation in Adult Education and Training
		Management of Adult Education and Training
	Adult Literacy Education	Adult Literacy Educator
	Generic Education and Training	Assessment of Learning
		Open and Distance Learning
Humanities	Communication Skills	Interpersonal Communications Writing
Māori	Te Mātauranga Māori me te Whakangungu	Te Mātauranga Māori Whāiti
		Te Mātauranga Māori Whānui

NQF Registration Information

Process	Version	Date	Last Date for Award
Registration	1	August 2006	N/A

Standard Setting Body

NZQA National Qualifications Services
 PO Box 160
 WELLINGTON

Telephone 04 463 3000
 Email nqs@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 2009.

Certification

The certificate will display the logos of the Qualifications Authority and provider.

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
417	Education/Adult Literacy 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.