Title	Evaluate strategic aspects of adult education and training provision		
Level	7	Credits	15

Purpose	This unit standard applies to the evaluation of strategic aspects of adult education and training provision. It is relevant to the managers of adult education and training organisations, managers of industry and/or community organisations, adult education and training consultants, professional associations, funders, and government agencies.
	People credited with this unit standard are able to: design and plan the evaluation of strategic aspects of adult education and training provision; collect and analyse data on strategic aspects of adult education and training provision; and report on the results of the evaluation.

Classification	Adult Education and Training > Evaluation in Adult Education and Training

Available grade	Achieved

Guidance Information

1   Definitions
Evaluation includes judging the worth or value of strategic aspects to stakeholders.
Organisational requirements refer to the policies, procedures, and reporting requirements of the provider and/or client organisation.
Stakeholders refer to learners, internal and/or external training providers, industry and/or community organisations, funding agencies, government agencies, accrediting bodies, and professional associations.

2   Range
Evidence of an evaluation that covers a period of at least six months' education and training provision is required.
The evaluation must demonstrate an understanding of current literature and best practice relating to the management of adult education and training and its impact on the wider environment.

3   All activities must comply with the policies, procedures, and requirements of the organisation(s) involved; the ethical codes of relevant professional bodies; and relevant legislation, including the Privacy Act 2020 and the Copyright Act 1994.

4   Recommended prior skills and knowledge for this standard are covered in Unit 7098, *Evaluate an adult training course*; and Unit 20469, *Evaluate adult learning sessions*.

Outcomes and performance criteria

Outcome 1

Design and plan the evaluation of strategic aspects of adult education and training provision.

Range   strategic aspects include – organisational goals, policies, and procedures; strategic aspects may also include but are not limited to – learning culture; return on investment; training outcomes in relation to user requirements; learning transfer; stakeholder satisfaction, accountability; education and training systems, including delivery, assessment, staff appraisal and development; information and management systems;
evidence of two other strategic aspects is required in addition to organisational goals, policies, and procedures.

Performance criteria

1.1   Key components of the evaluation are identified and justified in terms of stakeholder requirements.

Range   key aspects include but are not limited to – the aims and scope of the evaluation.

1.2   Evaluation questions are constructed in order to generate the data that will achieve the evaluation purposes.

1.3   Qualitative and quantitative information sources are selected to enable valid and reliable data to be generated and justified.

Range   information sources may include but are not limited to – managers, learners, industry and/or community organisations, teaching or training staff, learning support staff, administrative staff and administrative data, professional associations, literature to support best practice, plans, legislation;
evidence of at least three information sources is required.

1.4   Selection of inquiry methods and design of evaluation tools are justified against current best practice and enables valid and reliable data to be generated in an ethical manner.

Range   tools may include but are not limited to – questionnaire, interview, focus group, observation, research, survey;
evidence of at least two tools is required.

1.5   Scope and presentation of evaluation is planned to meet the needs of stakeholders and enable the achievement of evaluation aims.

         Range   scope includes but is not limited to – timeline, budget and resource constraints, reporting procedure and format, information sources, internal and external data, inquiry methodology, analysis process, ethical and cultural consideration, intended outcomes, review process.

Outcome 2

Collect and analyse data on strategic aspects of adult education and training provision.

Performance criteria

2.1   Data is collected and recorded in accordance with the evaluation plan and organisational requirements.

2.2   Data is analysed in accordance with the evaluation plan and identified trends and patterns.

2.3   Conclusions are drawn in accordance with data analysis and are valid and justified.

Outcome 3

Report on the results of the evaluation.

Performance criteria

3.1   The summary and presentation of results reflect the data and are appropriate for report recipients.

3.2   Limitations of the evaluation are specified with regard to validity and reliability.

         Range   limitations may include but are not limited to – access to information, sample size, data, data collection methods, data interpretation.

3.3   Evaluation results are compared with related internal and/or external data where available.

         Range   data may include but is not limited to – previous audits; previous evaluations; internal and external benchmarks; the strategic goals, values, policies, and plans of any organisations involved; national guidelines; industry targets; government policy.

3.4   Evaluation conclusions are valid and justified in terms of the raw data, evaluation, and results.

         Range   conclusions may include but are not limited to – recommendations, decisions, identification of issues and implications.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	28 May 1996	31 December 2015
Review	2	25 May 2004	31 December 2015
Review	3	18 June 2010	31 December 2019
Rollover and Revision	4	20 March 2014	31 December 2019
Review	5	28 September 2017	31 December 2025
Rollover and Revision	6	27 October 2022	31 December 2025
Review	7	27 April 2023	31 December 2025

Consent and Moderation Requirements (CMR) reference	0045

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.