

## Qualification details

<b>Title</b>	New Zealand Certificate in Outdoor Leadership (Level 4) with strands in Abseil, Bush, Caving, Education Outside The Classroom (EOTC), Mountain Biking (Grade 2), Raft Guide (Grade II), River Boarding Guide (Grade II), Rock Climbing, Canoeing, High Ropes, High Wire, Sea Kayaking, Sit-on-top Kayaking, and Whitewater Kayaking		
<b>Version</b>	2	<b>Qualification type</b>	Certificate
<b>Level</b>	4	<b>Credits</b>	60
<b>NZSCED</b>	092101 Society and Culture > Sport and Recreation > Sport and Recreation Activities		
<b>Qualification developer</b>	Skills Active Aotearoa Limited		
<b>Next review</b>	31 December 2022		
<b>Approval date</b>	January 2019		
<b>Strategic purpose statement</b>	<p>This qualification will provide the outdoor recreation sector with individuals who are able to operate independently under indirect supervision, and lead participants in a specific outdoor activity, where the emphasis is on safety, in low technical yet dynamic outdoor environments.</p> <p>Graduates will have specialised knowledge and skills to lead a specific outdoor recreation activity depending on which strand is achieved.</p> <p>Graduates will contribute to the cultural, social and economic wellbeing of Aotearoa New Zealand.</p> <p>Graduates of this qualification may apply for full registration on the New Zealand Register of Recreation Professionals (NZRRP).</p>		
<b>Outcome Statement</b>	<b>Graduate profile</b>	<p>Graduates of this qualification will be able to:</p> <ul style="list-style-type: none"> <li>– prepare for, and lead an outdoor group experience, within defined operating scope, where the emphasis is on participation in low technical environments using leadership techniques and strategies;</li> <li>– lead an outdoor experience under indirect supervision while operating within the safety management system of an organisation, including being able to assess and respond appropriately within an emergency care situation;</li> <li>– apply a framework of kaitiakitanga that includes respect for the tikanga and kawa of local iwi or hapū, sustainability and the environment.</li> </ul> <p>Graduates of the <b>Abseil strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– specialise in carrying out single pitch abseiling, including abseil rescue skills;</li> <li>– plan for, and lead groups in the abseiling skills required for a positive introductory experience, including appropriate use and care of equipment.</li> </ul> <p>Graduates of the <b>Bush strand</b> will also be able to:</p>	

		<ul style="list-style-type: none"> <li>– plan, prepare for, organise and lead introductory bush walking activities.</li> </ul> <p>Graduates of the <b>Caving strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– plan, prepare for, organise and lead introductory caving activities.</li> </ul> <p>Graduates of the <b>Education Outside The Classroom strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– plan, manage and evaluate EOTC activities in outdoor settings to meet New Zealand curriculum objectives.</li> </ul> <p>Graduates of the <b>Mountain Biking strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– plan, prepare for, lead and evaluate mountain bike activities in 'front country' terrain on Mountain Bike New Zealand (MTBNZ) Grade 2 trails.</li> </ul> <p>Graduates of the <b>Raft Guide (Grade II) strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– specialise in carrying out rafting activities on moving water up to and including Grade II, as a Grade II Raft Guide.</li> </ul> <p>Graduates of the <b>River Boarding Guide (Grade II) strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– specialise in carrying out river boarding activities on moving water up to and including Grade II, as a River Boarding Guide Grade II.</li> </ul> <p>Graduates of the <b>Rock Climbing strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– carry out single pitch rock climbing, including rock climbing rescue skills;</li> <li>– plan for and lead groups in the rock climbing skills required for a positive introductory experience, including appropriate use and care of equipment.</li> </ul> <p>Graduates of the <b>Canoeing strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– plan, prepare for, organise and lead introductory canoe activities on flat-water.</li> </ul> <p>Graduates of the <b>High Ropes strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– plan, prepare for, organise and lead traversing and climbing high ropes activities.</li> </ul> <p>Graduates of the <b>High Wire strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– plan, prepare for, organise and lead introductory high wire activities.</li> </ul> <p>Graduates of the <b>Sea Kayaking strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– plan, prepare for, organise and lead introductory sea kayaking activities on flat-water.</li> </ul> <p>Graduates of the <b>Sit-on-top Kayaking strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– plan, prepare for, organise and lead introductory sit-on-top kayaking activities on flat-water.</li> </ul> <p>Graduates of the <b>Whitewater Kayaking strand</b> will also be able to:</p> <ul style="list-style-type: none"> <li>– plan, prepare for, organise and lead introductory whitewater kayaking activities on flat-water.</li> </ul>
	<p><b>Education pathway</b></p>	<p>This qualification can build on from the New Zealand Certificate in Outdoor Experiences (Level 3) [Ref: 2570], or the New Zealand Certificate in Assistant Outdoor Leadership (Level 3) [Ref: 3658].</p> <p>This qualification provides a pathway to the New Zealand Certificate in</p>

	Outdoor Leadership (Guiding) (Level 5) with strands in Bush, Caving, Mountain Biking (Grade 4), National Raft Guide (Grade III), National Raft Guide (Grade IV/V), National River Boarding Guide (Grade III), National River Boarding Guide (Grade IV/V), and Rock Climbing [Ref: 3660], and the New Zealand Certificate in Outdoor Leadership (Instruction) (Level 5) with strands in Alpine, Bush, Caving Streamway, Education Outside The Classroom (EOTC), Mountain Biking (Grade 4), Rock Climbing, Canoeing, High Ropes, Sea Kayaking, and Whitewater Kayaking [Ref: 3661].
<b>Employment pathway</b>	This qualification could lead to paid, volunteer or self-employment as an Outdoor Leader or Adventure Activity Guide in one of the specialised activities for a range of organisations providing outdoor instruction or experiences. This may include roles such as a Raft Guide, Climbing Wall Supervisor, Cave Streamway Guide, Education Outside The Classroom (EOTC) Leader, or Mountain Biking guide.

## Qualification specifications

<b>Qualification award</b>	This qualification may be awarded by any organisation with an approved programme of study or industry training leading to this qualification.
<b>Evidence requirements for assuring consistency</b>	<p>All Tertiary Education Organisations (TEOs) will be required to provide evidence during the consistency process to demonstrate how graduates have met the graduate profile. Evidence relevant to this qualification must include the following:</p> <ul style="list-style-type: none"> <li>– industry feedback;</li> <li>– self-evaluation (e.g. programme evaluation reports, moderation outcomes);</li> <li>– graduate feedback;</li> <li>– graduate progression/destination information;</li> <li>– relevant learning experience undertaken in an outdoor recreation environment that includes logged hours of experience captured in logbooks and workplace verification;</li> <li>– portfolio of relevant experience including learner self-evaluation (where appropriate).</li> </ul>
<b>Minimum standard of achievement and standards for Grade endorsements</b>	Achieved.
<b>Other requirements for the qualification (including regulatory body or legislative requirements)</b>	<p>Organisations or workplaces within the Outdoor Recreation sector may be covered by The Vulnerable Children Act 2014 dependent on their organisation type or whether they provide services to organisations' responsible for children and/or youth.</p> <p>Where a learner engages with an organisation and/or activity that is covered by The Vulnerable Children Act 2014 they must successfully meet the safety check requirements.</p> <p>For the purpose of this qualification, <i>engagement</i> may mean employment, practical experience or any learning and assessment within a programme leading to this qualification.</p> <p>Pre-requisite for entry to a programme leading to the Education Outside the Classroom strand:</p>

It is strongly recommended that those wishing to enter this strand be a New Zealand certified teacher.

## General conditions for the programme leading to the qualification

<p><b>General conditions for programme</b></p>	<p>All learning and assessment within a programme leading to this qualification must be carried out in accordance with the following, as relevant to role and activity:</p> <ul style="list-style-type: none"> <li>– relevant legislation including Health and Safety at Work Act 2015, Human Rights Act 1993, Vulnerable Children Act 2014, The Health and Safety at Work (Adventure Activities) Regulations 2016, Maritime New Zealand Rule Part 81 and subsequent amendments;</li> <li>– relevant Activity Safety Guidelines published by Worksafe New Zealand;</li> <li>– industry Codes including the Snow Responsibility Code, the Outdoor Safety Code and 'Leave No Trace' principles;</li> <li>– a recognised and approved safety management system including organisational policies and procedures including Emergency Action Plans (EAPs), Standard Operating Procedures (SOPs), and the use of personal protective equipment (PPE);</li> <li>– relevant industry publications.</li> </ul> <p>Additional guidance and recommendations for programme development can be found on the Skills Active Aotearoa website <a href="http://skillsactive.org.nz/">http://skillsactive.org.nz/</a>.</p>
--	--

### Conditions relating to the Graduate profile

Qualification outcomes	Conditions
<p>1 Prepare for, and lead an outdoor group experience, within defined operating scope, where the emphasis is on participation in low-technical, environments using leadership techniques and strategies.</p> <p>Credits 20</p>	
<p>2 Lead an outdoor experience under indirect supervision while operating within the safety management system of an organisation, including being able to assess and respond appropriately within an emergency care situation.</p> <p>Credits 15</p>	
<p>3 Apply a framework of kaitiakitanga that includes respect for the tikanga and kawa of local iwi or hapū, sustainability and the</p>	

	environment. Credits 5	
<b>Abseil strand</b>		
4	Specialise in carrying out single pitch abseiling, including abseil rescue skills. Credits 8	<p>Programmes must include:</p> <ul style="list-style-type: none"> <li>at least 10 personal abseils at a minimum of three sites abseiling off their own abseil set up and at least five days additional experience as a co-leader or assistant leader, providing assistance with the setup and management of group abseils at a crag and/or abseil structure.</li> </ul> <p>Sites must meet the following parameters:</p> <ul style="list-style-type: none"> <li>there is non-technical access for the participant to the abseil and the site allows for simple participant management;</li> <li>the setup is on fixed anchors, trees or threads; and the Leader has visited the site previously and had their set up approved by a Level 5 Rock Instructor or Level 6 Senior Instructor; and Personal Safety can be set up simply using fixed anchors; and the ground at the base of the abseiling area is flat and hazard free.</li> </ul>
5	Plan for, and lead groups in the abseiling skills required for a positive introductory experience, including appropriate use and care of equipment. Credits 12	
<b>Bush strand</b>		
6	Plan, prepare for, organise and lead introductory bush walking activities. Credits 20	<p>Programmes must include:</p> <ul style="list-style-type: none"> <li>at least 10 days (each day should be at least four hours duration) experience bush walking;</li> <li>at least five days additional experience as a co-leader or assistant leader.</li> </ul> <p>Terrain must meet the following parameters:</p> <ul style="list-style-type: none"> <li>single day trips on clearly formed and marked tracks with bridged river crossings or minor unbridged streams;</li> <li>walks may extend to the bush line and could extend above the bush line in good weather conditions and in the absence of snow.</li> </ul>
<b>Caving strand</b>		
7	Plan, prepare for, organise and lead introductory caving activities. Credits 20	<p>Programmes must include:</p> <ul style="list-style-type: none"> <li>at least 10 days caving experience leading/guiding with clients in a supervised role in either guiding or Streamway guiding under the Safety Management System;</li> <li>operating in a site specific cave/s within the company SOPs;</li> <li>implementing the SOP parameters of when to cancel a trip due to environmental conditions changing.</li> </ul>
<b>Education Outside The Classroom strand</b>		
8	Plan, manage and evaluate EOTC activities in outdoor settings to meet New Zealand curriculum objectives. Credits 20	<p>Programmes must include:</p> <ul style="list-style-type: none"> <li>experience as an Assistant Leader on at least five half-day EOTC events and have been a Leader on at least two half-day EOTC events.</li> </ul>

<b>Mountain Biking (Grade 2) strand</b>		
9	Plan, prepare for, lead and evaluate mountain bike activities in 'front country' terrain on Mountain Bike New Zealand (MTBNZ) Grade 2 trails.  Credits 20	Programmes must include: <ul style="list-style-type: none"> <li>– personal riding on MTBNZ trails Grade 3 for at least two hours;</li> <li>– at least 30 hours of riding on trails up to and including MTBNZ trail Grade 3. Selected Grade 3 trails must be within an hour of emergency services and ridden within daylight hours.</li> </ul>
<b>Raft Guide (Grade II) strand</b>		
10	Specialise in carrying out rafting activities on moving water up to and including Grade II, as a Grade II Raft Guide.  Credits 20	Programmes must include: <ul style="list-style-type: none"> <li>– at least 10 hours of trips on moving water up to and including Grade II.</li> </ul> <p>Please note: This is a regulated industry and graduates must meet the requirements set out in Maritime New Zealand Rule Part 81.</p> <p>Graduates will be issued the Raft Guide (Grade II) industry award upon successful completion of this strand.</p>
<b>River Boarding Guide (Grade II) strand</b>		
11	Specialise in carrying out river boarding activities on moving water up to and including Grade II, as a River Boarding Guide Grade II.  Credits 20	Programmes must include: <ul style="list-style-type: none"> <li>– at least 10 hours of river boarding trips on moving water up to and including Grade II.</li> </ul> <p>Graduates will be issued the River Boarding Guide (Grade II) industry award upon successful completion of this strand.</p>
<b>Rock Climbing strand</b>		
12	Carry out single pitch rock climbing, including rock climbing rescue skills.  Credits 8	Programmes must include: <ul style="list-style-type: none"> <li>– climbing, single pitch, on at least 20 routes (any grade) while on a top rope at either indoor or outdoor venues and have at least an additional five days experience as a co-leader or assistant leader, providing assistance with the setup and management of group climbing at indoor and/or outdoor venues;</li> <li>– top roped climbing to Grade 14.</li> </ul> <p>Sites must meet the following parameters:</p> <ul style="list-style-type: none"> <li>– set up single pitch top rope climbs where haul lines are in place and regular checks of anchors are completed by the organisation managing the venue; or there are fixed anchors bollards, trees or threads; and</li> <li>– where the candidate has visited the site previously and had their set up approved by a Rock Climbing Instructor or senior instructor; and where personal safety can be set up simply using fixed anchors.</li> </ul>
13	Plan for, and lead groups in the rock climbing skills required for a positive introductory experience, including appropriate use and care of equipment.  Credits 12	

<b>Canoeing strand</b>		
14	<p>Plan, prepare for, organise and lead introductory canoe activities on flat water.</p> <p>Credits 20</p>	<p>Programmes must include:</p> <ul style="list-style-type: none"> <li>– at least 40 hours canoeing experience on flat-water; and</li> <li>– at least 5 sessions of additional experience as a canoeing co-leader or assistant leader. A session is considered to be a minimum of an hour.</li> </ul> <p>Environments must meet the following parameters:</p> <ul style="list-style-type: none"> <li>– Lead canoeing activities on flat or sheltered water, including estuaries, river deltas, sheltered beaches, lakes, coastal inlets and swimming pools, when the wind strength and direction do not compromise the safety and purpose of the activity.</li> <li>– Currents may be present when the flow and the hazards pose no greater risk than flat-water.</li> </ul>
<b>High Ropes strand</b>		
15	<p>Plan, prepare for, organise and lead traversing and climbing high ropes activities.</p> <p>Credits 20</p>	<p>Programmes must include:</p> <ul style="list-style-type: none"> <li>– At least 10 days experience of high ropes with at least 5 of the days as a high ropes co-leader or assistant leader</li> <li>– A day is considered to be 4 hours duration and can be made of multiple sessions.</li> </ul>
<b>High Wire strand</b>		
16	<p>Plan, prepare for, organise and lead introductory high wire activities.</p> <p>Credits 20</p>	<p>Programmes must include:</p> <ul style="list-style-type: none"> <li>– At least 10 days experience of high wire with at least 5 of the days as a high wire co-leader or assistant leader.</li> <li>– A day is considered to be 4 hours duration and can be made of multiple sessions.</li> </ul>
<b>Sea Kayaking strand</b>		
17	<p>Plan, prepare for, organise and lead introductory sea kayaking activities on flat-water.</p> <p>Credits 20</p>	<p>Programmes must include:</p> <ul style="list-style-type: none"> <li>– At least 40 hours sea kayaking using a closed deck single or double sea kayak on flat-water and at least 5 sessions additional experience as a co-leader or assistant leader using a closed deck single or double sea kayak.</li> <li>– A session is considered to be a minimum of an hour.</li> </ul> <p>Environments must meet the following parameters:</p> <ul style="list-style-type: none"> <li>– Lead sea kayaking activities on flat or sheltered water, including estuaries, river deltas, sheltered beaches, lakes, coastal inlets and swimming pools, when the wind strength and direction do not compromise the safety and purpose of the activity.</li> <li>– Currents may be present when the flow and the hazards pose no greater risk than flat-water.</li> </ul>
<b>Sit-on-top Kayaking strand</b>		

18	<p>Plan, prepare for, organise and lead introductory sit-on-top kayaking activities on flat-water.</p> <p>Credits 20</p>	<p>Programmes must include:</p> <ul style="list-style-type: none"> <li>- At least 40 hours kayaking using a sit-on-top kayak on flat-water.</li> <li>- At least 5 sessions additional experience as a co-leader or assistant leader using a sit-on-top kayak. A session is considered to be a minimum of an hour.</li> </ul> <p>Environments must meet the following parameters:</p> <ul style="list-style-type: none"> <li>- Lead sit-on-top kayaking activities on flat or sheltered water, including estuaries, river deltas, sheltered beaches, lakes, coastal inlets and swimming pools, when the wind strength and direction do not compromise the safety and purpose of the activity.</li> <li>- Currents may be present when the flow and the hazards pose no greater risk than flat-water.</li> </ul>
----	--	--

**Whitewater Kayaking strand**

19	<p>Plan, prepare for, organise and lead introductory whitewater kayaking activities on flat-water.</p> <p>Credits 20</p>	<p>Programmes must include:</p> <ul style="list-style-type: none"> <li>- At least 40 hours experience kayaking using a closed whitewater kayak; and</li> <li>- At least 5 sessions of additional experience as a kayak co-leader or assistant leader on flat or sheltered water using a closed whitewater kayak. A session is considered to be a minimum of one hour.</li> </ul> <p>Environments must meet the following parameters:</p> <ul style="list-style-type: none"> <li>- Lead whitewater kayaking activities on flat or sheltered water, including estuaries, river deltas, sheltered beaches, lakes, coastal inlets and swimming pools when the wind direction and strength do not compromise the safety and purpose of the activity. This includes rivers when the flow and the hazards present no greater risk than flat-water.</li> </ul>
----	--	--

**Transition information**

<p><b>Replacement information</b></p>	<p>This qualification replaced:</p> <ul style="list-style-type: none"> <li>• National Certificate in Outdoor Recreation (Leadership) with strands in Abseiling, Bush-Walking, Kayaking, Mountain Biking, Rock Climbing, and Sea Kayaking (Level 3) [Ref: 1594].</li> </ul>
---------------------------------------	--

People currently enrolled in programmes leading to the replaced qualification may either complete the requirements by 31 December 2021 or transfer to this qualification.

The last date for entry into programmes leading to the replaced qualification is 31 December 2019. The last date for assessments to take place for the replaced qualification is 31 December 2021, at which time it will be designated as discontinued.

It is the intention of Skills Active Aotearoa that no existing candidate should be disadvantaged by these transition arrangements. Any person who considers they are disadvantaged may appeal to:

Skills Active Aotearoa  
 PO Box 2183  
 Wellington 6140

Telephone 0508 475 4557  
 Fax (04) 385 7024  
 Email [info@skillsactive.org.nz](mailto:info@skillsactive.org.nz)



**Version Information**

Version 2 of this qualification was published in January 2019, following a revision. Refer to the published change report for further information.