

40179 Communicate with stakeholders and maintain professional competence for joinery detailing

Kaupae Level	5
Whiwhinga Credit	20
Whāinga Purpose	<p>This skill standard recognises the skills required to communicate with relevant stakeholders and maintain professional competence for joinery detailing.</p> <p>This skill standard aligns with the New Zealand Diploma in Joinery Detailing (Level 5) [Ref: 5113].</p>

Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
1. Communicate with stakeholders for joinery detailing.	a. Communication strategies reflect the audience for a joinery detailing project.
	b. Communication channels are relevant for the audience for a joinery detailing project.
	c. Communication methods are relevant for the audience for a joinery detailing project.
	d. Joinery detailing manufacturing drawings, schedules, and documentation are communicated to stakeholders and meet the requirements for joinery manufacturing.
	e. Manufacturing processes and procedures are communicated to stakeholders and meet the requirements for joinery manufacturing.
	f. Communications with stakeholders are documented in line with workplace requirements.
2. Maintain professional competence for joinery detailing.	a. Stakeholder discussions to reach conclusions about joinery detailing requirements are regular, timely, and professional behaviour is maintained.
	b. Roles and responsibilities for planning and coordinating joinery detailing project work are carried out.
	c. Coordination of joinery detailing work to fit with an agreed production programme is maintained.

	d. Professional behaviour is demonstrated through contributions toward initiatives that improve performance and are shared with stakeholders.
	e. Self-management of professional development, to enhance innovation, to meet compliance requirements, and support continuous improvement for joinery detailing solutions is maintained.
	f. Digital currency is maintained through the application of regular updates for software and technology upgrades.

Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria

Assessment specifications:

Evidence presented for assessment against this skill standard must be from a joinery manufacturing workplace and reflect professional competence confirmed by a person with current expertise in joinery detailing.

Professional competence refers to the ability to work independently to meet the ethical and professional expectations of industry and clients on dynamic and varied projects operating in a commercial environment.

Documentation refers to bill of materials, Computer Numerical Control (CNC) files, cutting lists, plans (site/shop/design drawings, schedules), workplace processes and procedures, material and component list for on-site assembly, producer statement.

Professional behaviour refers to working constructively with clients and suppliers. Being consistently reliable, responsible, accountable, and acting with integrity is also part of demonstrating professional behaviour. Showing respect and consideration for people, property and the environment while supporting others where required.

Stakeholders can include both internal and external, architect, designer, client, production team, builder, installer, joiner, joinery machine operators, sub-contractors, other joinery detailers, supervisor.

Workplace requirements refer to the documented procedures specific to a workplace which set out the standard and the required practices of that workplace. This may include job specifications, processes, procedures, practices, manufacturer recommendations, technical data sheets and material safety data sheets.

Ngā momo whiwhinga | Grades available

Achieved.

Ihirangi waitohu | Indicative content

Communications with stakeholders

- Plans for communicating with target audiences, goals and objectives, key messages, metrics to measure the success and impact of communications to target audiences.
- Face-to-face conversations, videoconferencing, audio conferencing, emails, written letters and memos, chats and messaging, formal written documents, spreadsheets.
- Verbal, non-verbal, visual, and written communication, listening, negotiation, and key messages.
- Communicating lead times, time related issues, issues for manufacturing, special requirements, skill sets and capabilities required for the job, and addressing stakeholder feedback.

- Procedures for communicating project plans, schedules, and budget for joinery detailing work.
- Recording and documenting communications with stakeholders.

Professional competence

- Professional behaviour to work effectively with stakeholders.
- Record keeping and coordinating own work to fit with an agreed production programme for joinery detailing work.
- Sharing improvements and better methods for performance with stakeholders.
- Professional development opportunities for joinery detailers.
- Ways to maintain digital currency including new proprietary design software updates and technology upgrades.

Rauemi | Resources

Joinery Detailing Programme Guidance document available from qualifications@waihangaararau.nz.

Pārongo Whakaū Kounga | Quality assurance information

Ngā rōpū whakatau-paerewa Standard Setting Body	Waihanga Ara Rau Construction and Infrastructure Workforce Development Council
Whakaritenga Rārangi Paetae Aromatawai DASS classification	Manufacturing > Joinery > Core Skills
Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga CMR	0073

Hātepe Process	Putanga Version	Rā whakaputa Review Date	Rā whakamutunga mō te aromatawai Last date for assessment
Rēhitanga Registration	1	26 September 2024	N/A
Kōrero whakakapinga Replacement information	N/A		
Rā arotake Planned review date	31 December 2029		

Please contact Waihanga Ara Rau Construction and Infrastructure Workforce Development Council at qualifications@waihangaararau.nz to suggest changes to the content of this skill standard.