

## 41118 Conduct research and legal analysis of legislation and case law relevant to employment-related matters

<b>Kaupae   Level</b>	5
<b>Whiwhinga   Credit</b>	15
<b>Whāinga   Purpose</b>	<p>This skill standard is intended for people conduct, analyse, and apply legal research to support employment-related matters.</p> <p>People credited with this standard can effectively use legal databases, interpret statutes, analyse case law, and prepare legal submissions for employment-related matters.</p> <p>This skill standard was developed primarily for assessment within programmes leading to the New Zealand Certificate in Employment Advocacy (Level 5) [Ref: 5675].</p>

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

<b>Hua o te ako   Learning outcomes</b>	<b>Paearu aromatawai   Assessment criteria</b>
1. Research and analyse legislation and case law relevant to employment-related matters.	a. Conduct research using legal databases and legislation tools.
	b. Interpret statutory language and apply legal reasoning to develop informed arguments to support a client's case.
	c. Analyse relevant case law relevant to a client's case.
2. Integrate statutory and case law when preparing submissions for employment-related matters.	a. Evaluate ethical risks related to the use of digital and Artificial Intelligence (AI) tools when preparing legal submissions.
	b. Apply legal reasoning and precedents when preparing legal submissions for a client's case.

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

#### Assessment specifications:

Assessment evidence must be drawn from scenario-based or real case studies involving civil employment disputes.

Assessment evidence must reflect correct application of relevant legislation and regulations and be consistent with The Employment Law Institute of NZ Inc's Code of Conduct.

**Ngā momo whiwhinga | Grades available**

Achieved

**Ihirangi waitohu | Indicative content**

Legal research techniques and source evaluation

- Legal research techniques and analysis.
- Use of legal databases (Westlaw, LexisNexis, NZLII).
- Evaluating source bias and reliability.

Statutory interpretation and legal reasoning

- Statutory interpretation and legal reasoning, critical thinking, citing New Zealand law sources, and following the New Zealand law style guide.

Case law analysis and application of precedent

- Case law analysis.
- Use of precedent.
- Legal reasoning.

Ethical use of digital and AI tools in legal research

- Understanding limitations of AI.
- Data privacy and credibility.
- AI literacy in legal contexts.
- Prompt engineering questioning.

Drafting legal submissions and structuring arguments

- Structuring legal arguments.
- Submission drafting.
- Report writing conventions with relevant citations.

**Rauemi | Resources**

- Case studies.
- The Employment Law Institute of NZ Inc.'s Code of Conduct - [ELINZ-Code-of-Conduct.pdf](#)
- Employment Relations Act 2000 – [legislation.govt.nz](#).
- Holidays Act 2003 – [Holidays Act 2003 No 129 \(as at 20 December 2023\), Public Act Contents – New Zealand Legislation](#).
- Human Rights Act 1993 – [Human Rights Act 1993 No 82 \(as at 01 July 2024\), Public Act Contents – New Zealand Legislation](#).
- Privacy Act 2020 – [Privacy Act 2020 No 31 \(as at 30 March 2025\), Public Act Contents – New Zealand Legislation](#).

**Pārongo Whakaū Kounga | Quality assurance information**

<b>Ngā rōpū whakatau-paerewa  </b> Standard Setting Body	Services Industry Skills Board
<b>Whakaritenga Rārangi Paetae Aromatawai  </b> DASS classification	Business >Business Operations and Development > Workplace Relations
<b>Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga  </b> CMR	0112

<b>Hātepe  </b> Process	<b>Putanga  </b> Version	<b>Rā whakaputa  </b> Review Date	<b>Rā whakamutunga mō te aromatawai  </b> Last date for assessment
<b>Rēhitatanga  </b> Registration	1	26 March 2026	N/A
<b>Kōrero whakakapinga  </b> Replacement information	N/A		
<b>Rā arotake  </b> Planned review date	31 December 2030		

Please contact Services Industry Skills Board [qualifications@servicesisb.nz](mailto:qualifications@servicesisb.nz) if you wish to suggest changes to the content of this unit standard.