

## Field: Business

### Review of *Business* New Zealand qualifications

#### Reviewed or new qualifications

Ref	Version	Qualification Title (Level)	Credits
2453	2	New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3)	45
2456	2	New Zealand Certificate in Business (First Line Management) (Level 4)	60

#### Review information

Qualification Developer	Ringa Hora Services Workforce Development Council
Reason for the review	Scheduled review
Review date	July 2024
Outcome date	April 2025
Next review date	April 2030

#### Summary of development/review and consultation process

Ringa Hora Workforce Development Council has completed a review and development project (Te Manu Arataki | Leadership Project) which focussed on strengthening the suite of leadership credentials on the New Zealand Qualifications and Credentials Framework.

The project was initiated in October 2023. An environmental scan and engagement phase took place between November 2023 and May 2024.

Consultation and review and development of the qualifications occurred between July 2024 and January 2025 in a series of online, face-to-face, and email conversations and workshops. A working group of wide-ranging industry and provider representatives was established in July 2024. There was also a consultation group who received all communications of the review and provided feedback through email or face to face meetings and workshops. Ringa Hora ensured that Māori were engaged and consulted throughout the entire process. Ringa Hora also worked with the tangata whaikaha community, and Pacific reference groups as part of the consultation process.

The qualifications will be discontinued and replaced.

#### Main changes resulting from the development/review process

##### **New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3)**

- The Strategic Purpose Statement was changed to better reflect the introductory leadership skills focus of the qualification.
- Broadening the focus beyond team leadership to be able to develop self-leadership skills to contribute to objectives, organisations, teams, project, and communities.
- Graduate Profile Outcomes better reflects the strategic purpose of the qualification.
- Graduate Profile Outcomes have been reduced from 6 to 5.
- Qualification credits have been reduced from 45 to 40.
- The education pathway has been expanded beyond business qualifications to better reflect the entry and exit points, and that leadership is required and relevant to all sectors.

The body of changes above requires a new qualification. This qualification will be expired.

#### **New Zealand Certificate in Business (First Line Management) (Level 4)**

- The scope was broadened to consider a wider range of contexts which include cultural, and community leadership roles, where some are not necessarily in a management position.
- People leadership skills and management activities in the qualification were strengthened.
- Graduate Profile Outcomes have been reduced from 7 to 6.
- Graduate Profile Outcomes have increased in credit values.
- The education pathway has been expanded beyond business qualifications to better reflect the entry and exit points, and that leadership is required and relevant to all sectors.
- Conditions for Programme have been added to give guidance to education providers.

The body of changes above requires a new qualification. This qualification will be expired.

#### **Review outcome**

Ref:	Version	Reviewed qualification	Outcome category	New qualification details/version (if applicable)
2453	2	New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3) <b>New Zealand Certificate in Leadership (Level 3)</b>	C-New replacement qualification	2453-3 To expire 5304 – 1
2456	2	New Zealand Certificate in Business (First Line Management) (Level 4) <b>New Zealand Certificate in Leadership (Level 4)</b>	C-New replacement qualification	2456-3 To expire 5306 – 1

#### **Qualification review outcome categories**

Outcome	Result	Category
Minor changes to the qualification	Qualification version number and ID (Ref) remain the same New review date is required	A
Moderate changes to the qualification	New qualification version number ID (Ref) remains the same New review date is required	B
Significant changes to the qualification	New replacement qualification with a new ID (Ref) The existing qualification will expire	C
The qualification is no longer required by industry	The qualification will expire with no replacement	D

#### **Transition information**

Ref:	Version	Qualification Title (Level)	Last date of entry*	Last date of assessment
2453	2	New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3)	31 December 2027	31 December 2028
2456	2	New Zealand Certificate in Business (First Line Management) (Level 4)	31 December 2027	31 December 2028

*\*only required for outcome category C or D*

### **Any additional information**

These qualifications were published in April 2025 as the result of a scheduled review.

It is the intention of Ringa Hora Services WDC that no existing trainee should be disadvantaged by these transition arrangements. Any person who considers they have been disadvantaged may appeal to:

Ringa Hora Services Workforce Development Council  
PO Box 445  
Wellington 6140  
New Zealand

Phone: 04 9090306

Web: [www.ringahora.nz](http://www.ringahora.nz)

Email: [qualifications@ringahora.nz](mailto:qualifications@ringahora.nz)