

Field Service Sector

Registration of *Business Events* skill standards

Ringa Hora Services Workforce Development Council has completed the development of the *Business Events* skill standards listed below.

Date new versions published

October 2025

Planned review date

December 2030

Summary

Ringa Hora Services Workforce Development Council has developed five new skill standards to align with the New Zealand Certificate in Business Events (Level 4) [Ref: 5452].

Initial development and consultation commenced prior to the expiry of the Conventions and Incentives qualifications and unit standards in December 2023.

Ringa Hora worked with the sector to determine what would better meet their workforce training needs. This engagement involved subject matter experts from the Business Events sector and a training provider and was facilitated through face-to-face and online meetings, phone conversations, and email to ensure the skill standards were fit for purpose and relevant for the needs of the sector.

Wider stakeholder consultation was carried out between 18 July and 4 August 2025, which confirmed support for the proposed standards.

Main changes

- Five new skill standards were developed to align with the graduate profile outcomes of the new qualification New Zealand Certificate in Business Events (Level 4) [Ref: 5452].
- Five new skill standards were developed under the *Service Sector > Tourism > Business Events* classification.

Impact on existing organisations with consent to assess

Current consent for			Consent extended to		
Nature of consent	Classification or ID	Level	Nature of consent	Classification or ID	Level
Domain	Tourism Conventions and Incentives	1-4	Domain	Business Events	1-4
Domain	Tourism Conventions and Incentives	1-7	Domain	Business Events	1-7

Impact on Consent and Moderation Requirements (CMR)

The new skill standards will be covered in CMR 112.

Detailed list of standards – classification, title, level, and credits

All changes are in **bold**.

Key to review category	
A	Dates changed, but no other changes are made - the new version of the standard carries the same ID and a new version number
B	Changes made, but the overall outcome remains the same - the new version of the standard carries the same ID and a new version number
C	Major changes that necessitate the registration of a replacement standard with a new ID
D	Standard will expire and not be replaced

Service Sector > Tourism > Business Events

ID	Title	Level	Credit	Review Category
41001	Provide an overview of the business events sector, its structure, roles and planning	3	5	New
41002	Contribute to the development of systems, processes and procedures that support organising and running business events	4	10	New
41003	Prepare a plan for a business event	4	10	New
41004	Apply sales support techniques and relationship management to provide a quality customer experience	4	10	New
41005	Support the organisation, delivery, and evaluation of a business event	4	25	New