

Title	Assemble and prepare floristry products		
Level	2	Credits	25

Purpose	<p>People credited with this unit standard are able to: identify job requirements; select flower and plant materials and ancillary items; prepare equipment and floristry products; assemble and hand tie flower and plant materials; wire flower and plant materials; present flower and plant materials in a base medium; and present a floral design. This unit standard involves the knowledge and skills to prepare, construct and present floral arrangements produced to pre-determined design specifications, where the florist is under the supervision of an experienced florist. It does not require the development of the design specifications.</p>
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Classification	Horticulture > Floristry
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Available grade	Achieved
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Guidance Information

- The New Zealand Horticulture Industry Training Organisation acknowledges the assistance provided by the Australian National Training Authority (ANTA) in permitting their competency unit to be used as the basis for this unit standard. This unit standard is based on the unit of competency WRFO204B *Assemble and prepare floristry products*.
- Flower and plant materials* may include fresh, cut and container grown plants and flowers; flowers e.g. fresh, dry, silks, simulated; plant material e.g. fresh, dry, silks, simulated, plants, fruit, vegetables.
Ancillary items may include cards and message items, company logo, advertising items, flower preservative and conditioning agents.
Presentation materials may include novelties (balloons, toys), consumables (fruit, chocolates, nuts, alcohol), gift items, garden lines, floristry sundries (ribbons, parafilm).
Wrapping and packaging materials may include boxes, cylinders, polypropylene, paper, cellophane, sinamay, pearlwrap, vilene, bows, ribbons, raffia, containers (bowls, baskets, pots, vases, buckets, disposable water-filled vases).
- Shop/studio policies and procedures* may include stock rotation, expiry dates; costing policy, pricing and profit margins; seasonal availability; assembly, production and construction of floral designs; timeframe for the completion of floral designs; safe handling techniques in relation to imported and locally grown flowers/plant products that may have been treated with toxic substances and chemicals (including pesticides and fungicides); housekeeping; waste disposal; waste minimisation.

- 4 *Relevant legislation* includes but is not limited to the Health and Safety in Employment Act 1992, Consumer Guarantees Act 1993, Fair Trading Act 1986, other published statutes, regulations, codes of practice, guidelines and standards relevant to the particular work site; and their subsequent amendments and replacements.
- 5 *Customers* may include new or regular customers with routine or special needs.
- 6 *Supervisor* may include shop/studio owner, manager, coordinator.
- 7 *Floral designs* may include bouquets (Victorian, Nosegay), spiral bouquets, posies, sheafs (funeral/presentation), single flowers/items, button holes, boutonniere, wristlet on base.

Outcomes and performance criteria

Outcome 1

Identify job requirements.

Performance criteria

- 1.1 Job requirements are identified.
Range may include – colour, size, destination, delivery, special instructions.
- 1.2 Job requirements are clarified and confirmed with customer and/or supervisor.

Outcome 2

Select flower and plant materials and ancillary items.

Range selection criteria may include – price, availability, seasonal availability, stage of maturity, absence of disease and damage.

Performance criteria

- 2.1 Potential problems are identified and communicated to supervisor according to shop/studio policies and procedures.
Range may include – availability of stock and merchandise, timelines.
- 2.2 Flower and plant materials are selected according to the elements and principles of design.
Range elements – form, texture, colour, space;
principles – design, flair/originality, balance, line, focal area/area of dominance, unity and harmony, scale and proportion, contrast, grouping, rhythm, repetition, transition, the third dimension, voids.

- 2.3 Flower and plant materials, ancillary items and presentation materials are selected according to shop/studio policies and procedures and/or job requirements.
- 2.4 Flower and plant materials, ancillary items and presentation materials are selected according to itemised costing criteria and shop/studio policies and procedures.
- Range may include – price of individual items, wholesale price, profit margin, assembly time.

Outcome 3

Prepare equipment and floristry products.

Performance criteria

- 3.1 Equipment is identified and selected according to job requirement.
- Range may include – cutting tools e.g. scissors, knives, secateurs, rose de-thorner, wire cutters; wire e.g. heavy to fine gauge; tapes e.g. parafilm, pot tape; mediums e.g. wet/dry floristry foam, frames, straw, moss, chicken wire, polystyrene, customised shapes, skewers; containers e.g. bowls, baskets, vases, decorative pots/buckets/boxes; staplers, glue, glue guns.
- 3.2 Unsafe equipment is recognised, reported and/or rectified according to relevant legislation and shop/studio policies and procedures.
- 3.3 Flower and plant materials are conditioned and prepared, according to relevant legislation, shop/studio policies and procedures and product requirements.
- Range may include – removing foliage, re-cutting stems, dusting, wiping, using chemical preservatives.
- 3.4 Unsuitable materials are recognised and dealt with according to shop/studio policies and procedures.
- Range may include – flowers with deteriorated stems, flower and plant materials with discoloured or damaged leaves, flower and plant materials at unsuitable degree of maturation.
- 3.5 Selected flower and plant materials are sorted according to design specification and assembled in preparation area.
- 3.6 All working surfaces and areas are cleaned and prepared for future use.

Outcome 4

Assemble and hand tie flower and plant materials.

Performance criteria

- 4.1 Appropriate hand tied floristry techniques are identified and applied according to job requirement.
- Range bunching, hand tying.
- 4.2 Floral arrangement is secured according to product and job requirement.
- 4.3 Finished product is reviewed according to job requirements and altered where required.

Outcome 5

Wire flower and plant materials.

Performance criteria

- 5.1 Appropriate wired floristry techniques are identified and applied according to job requirement.
- Range fine and heavy gauge wiring for simple designs.
- 5.2 Finished product is reviewed according to job requirements and altered where required.

Outcome 6

Present flower and plant materials in a base medium.

Performance criteria

- 6.1 Suitable support methods are identified according to job specification.
- 6.2 Appropriate floristry techniques are selected and used according to product requirements and job specification.
- 6.3 Appropriate base medium is selected, fixed and formed.
- 6.4 Finished product is reviewed according to job requirements and altered where required.

Outcome 7

Present a floral design.

Performance criteria

- 7.1 Wrapping/packaging and presentation materials are selected and assembled in a suitable area.
- 7.2 Required equipment is selected and applied.

7.3 Floral designs are wrapped/packaged and presented according to the elements and principles of design, to enhance the overall presentation of the design.

Range elements – form, texture, colour, space;
principles – design, flair/originality, balance, line, focal area/area of dominance, unity and harmony, scale and proportion, contrast, grouping, rhythm, repetition, transition, the third dimension, voids.

7.4 Ancillary items are attached according to shop/studio policies and procedures and job requirement.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	15 December 2004	31 December 2022
Revision	2	24 February 2006	31 December 2022
Review	3	22 October 2020	31 December 2022

Consent and Moderation Requirements (CMR) reference	0032
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.