Title	Plan and install a small-scale museum exhibition
Level	4	Credits	12

Purpose	People credited with this unit standard are able to: plan and install a small-scale museum exhibition.

Classification	Museum Services > Museum Public Programmes

Available grade	Achieved

Guidance Information

1   All learning and assessment in this standard must be carried out in accordance with museum tikanga, policy, process and practice. This includes documented policies and procedures and established practices for the operation of museums and may include but is not limited to: application of the articles of Te Tiriti o Waitangi, culture and/or legal requirements, standards, codes of ethics, and relevant industry best-practice documents.

2   For the purposes of this unit standard evidence requirements may be limited to one museum. The exhibition must be real and must be developed to comply with the policy and practice of the museum.

3   Definitions
Exhibition includes identified audience and audience outcomes, story (includes research and key elements), use of artefacts/objects/artworks/taonga to illustrate the story, design (including layout, graphics, lighting), collection care, collection interpretation, and collection mounting.
Museum includes museums, art galleries, whare taonga, tribal museums, cultural and community centres holding public collections, science centres, interpretive centres, exhibition centres, and historic places.
Small-scale museum exhibition refers to an exhibition that can be planned and installed by one person with minimal additional resources.

Outcomes and performance criteria

Outcome 1

Plan a small-scale museum exhibition.

Performance criteria

1.1   The scope, concept and/or storyline, and objectives of the exhibition are developed.

        Range   objectives include – contribution to museum mission and goals, organisational constraints, prospective audience, partnership and stakeholder responsibilities.

1.2   A project management plan is developed.

        Range   resources, timeframes, procedures, systems, accountabilities; resources include – physical, financial, tangata.

1.3   Research to support the exhibition project plan is documented.

1.4   Costs are identified and a budget is generated for the planned exhibition.

1.5   Measures to manage risk are considered, defined and included in the plan.

        Range   risk may include but is not limited to – financial, reputational, physical, spiritual, health and safety, security.

1.6   Evaluation methods for assessing the effectiveness of the planned exhibition are developed.

        Range   evaluation methods may include but are not limited to – front end, summative, focus groups, questionnaires, observation.

Outcome 2

Install a small-scale museum exhibition.

Performance criteria

2.1   Construction and/or production and installation are implemented in accordance with the project management plan.

2.2   Project contingencies are managed in accordance with the project management plan.

2.3   Summative evaluation is implemented.

        Range   may include but is not limited to – visitor interaction and satisfaction, effects on future planning processes, identifying improvements, basic cost-benefit analysis.

2.4   A report on the project is completed.

Planned review date	31 December 2028

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	18 August 2016	31 December 2025
Review	2	26 October 2023	N/A

Consent and Moderation Requirements (CMR) reference	0099

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

Comments on this unit standard

Please contact Toi Mai Workforce Development Council info@toimai.nz if you wish to suggest changes to the content of this unit standard.