Title	Plan and implement a small-scale museum public programme
Level	4	Credits	10

Purpose	People credited with this unit standard are able to: plan and implement a small-scale museum public programme

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 public programme must be real and must be developed to comply with the policy and practice of one museum.

3   Definitions
     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.
     Public programmes include exhibitions, tours, workshops, demonstrations, illustrated lectures, forums, performances, research, day schools, community web-based projects and innovative activities exploiting technologies, community events and educational programmes.
     Small-scale public programme refers to a programme that can be planned and implemented by one person with minimal support.

Outcomes and performance criteria

Outcome 1

Plan and implement a small-scale museum public programme.

Performance criteria

1.1   The scope, and objectives are identified.

        Range   may include but is not limited to – contribution to museum mission and goals, organisational constraints, audience, partnership and stakeholder responsibilities.

1.2   A plan for a museum public programme is developed.

        Range   may include but is not limited to – resources, timeframes, procedures, systems, accountabilities;
resources include – physical, financial, tangata.

1.3   Research required for the plan is carried out and documented.

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

1.5   Evaluation methods for assessing the effectiveness of the planned public programme are developed.

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

1.6   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.

1.7   The programme is promoted to the intended audience.

        Range   may include but is not limited to – social media, print media, interest groups; campaign, production, distribution.

1.8   The planned public programme is implemented.

1.9   The effectiveness of public programme as implemented is evaluated.

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

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.