

Title	Plan, manage, and critically evaluate workflows for a specialist function within a production or event		
Level	6	Credits	10

Purpose	People credited with this unit standard are able to: interpret requirements and plan for a specialist function within a production or event; establish workflows and manage their implementation for the production process for a specialist function within a production or event; and critically evaluate the delivery and production process for a specialist function within a production or event.
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Classification	Performing Arts General > Entertainment and Event Technology and Operations
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Available grade	Achieved
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Guidance Information

- All learning and assessment leading to this unit standard must be carried out in accordance with the following as relevant:
 - legislation including Health and Safety at Work Act 2015 and subsequent amendments;
 - current industry best practice and industry guidelines (where available) including *Safe Rigging Practices for the Entertainment Industry in New Zealand*, June 2015, and *A Guide for Safe Working Practices in the New Zealand Theatre & Entertainment Industry*, April 2018, or replacements that supersede these guidelines, are available from the Entertainment Technology New Zealand (ETNZ) website, www.etnz.org. Additional relevant guidelines are available from the WorkSafe website, www.worksafe.govt.nz.
- Definitions

Critically evaluate means to make a judgement supported by rationale following robust evaluation to establish strengths and weaknesses and make recommendations for improvement.

Production or event includes but are not limited to – events, performances, conferences, large meetings, film and television, broadcasts, livestream, concerts, stage shows, theatre, studios, dance shows, cultural performance, sporting events, music performances, competitive events, circus, festivals, trade shows, and exhibitions. May be inside or outdoors.

Vision can include creative or artistic intent, presentation, design brief, corporate expectations, and overall look and feel of show, performance, or event.

- 3 The Entertainment and Event Technology (Level 6) programme guidance document should be consulted when developing assessments leading to this unit standard. It can be found at www.skillsactive.org.nz.
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Outcomes and performance criteria

Outcome 1

Interpret requirements and plan for a specialist function within a production or event.

Performance criteria

- 1.1 Establish objectives in terms of the type of performance or event, target groups, and proposed event space or medium.
- 1.2 Interpret the vision and sympathies of the production or event into the production process requirements for a specialist function.
- 1.3 Estimate costs for the performance or event including workflow and production requirements for a specialist function.
- 1.4 Prepare and manage the budget for a specialist function within a production or event.

Outcome 2

Establish workflows and manage their implementation for the production process for a specialist function within a production or event.

Performance criteria

- 2.1 Establish parameters for the timing, duration, and completion of outcomes relating to the production process.
- 2.2 Determine the roles and responsibilities to deliver on the operational requirements of the production or event.
- 2.3 Identify resourcing needs to meet the requirements for the production or event.
- 2.4 Document workflows for the production process for the production or event.
- 2.5 Manage the delivery of workflows for the production process.
- 2.6 Adapt the workflows to respond to changing circumstances as required.

Outcome 3

Critically evaluate the delivery and production process for a specialist function within a production or event.

Performance criteria

- 3.1 Critically evaluate the delivery of the specialist function for a production or event.
- Range may include but is not limited to – vision, sympathies, overall objectives, timeliness, effectiveness, adaption, safety, resourcing.
- 3.2 Collaborate with stakeholders to critically evaluate the production process for a production or event.
- Range internal and external stakeholders.
- 3.3 Document the findings of the evaluation including recommendations for improvements to the delivery of the specialist function and production process.

Planned review date	31 December 2026
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	29 July 2021	N/A

Consent and Moderation Requirements (CMR) reference	0099
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact the Skills Active Aotearoa info@skillsactive.org.nz if you wish to suggest changes to the content of this unit standard.