

# Learning Assessment Guide

## Unit Standard 16223 – Version 2

### Develop a plan for the development of Māori staff in the public sector

#### Level 7 – 8 Credits

Assessment Summary			
Learner to complete			
Learner's name:			
Employer:			
NSN no. (ROL):		DOB:	
Signed:		Date:	
Assessor to complete			
<input type="checkbox"/> Meets requirements <input type="checkbox"/> More training required <input type="checkbox"/> More evidence required			
Assessor's name:		Assessor's No.	
Signed:		Date:	

## Before you begin...

- As well as this Learning Assessment Guide, you may also want to refer to the unit standard from the NZQA website (<http://www.nzqa.govt.nz>).
- Read the Trainee Information Kit. The kit contains important information and guidelines for Learners and can be found on the Learning State website (<http://www.learningstate.govt.nz>) under Learners, then Learning Assessment Guides.
- Check the learning resources available for this unit standard on the Learning State website (<http://www.learningstate.govt.nz>) under Learners, then Learning Assessment Guides.

This Learning Assessment Guide is made up of:

- Your assessment tasks,
- The Assessment Guide summary that your assessor will use to assess your competence.

The assessment tasks are designed to show your assessor that you can:

- Explain issues relevant to Māori representation, participation and retention in the public sector
- Explain strategies employed to improve levels of Māori staff in the public sector
- Identify the needs and requirements of Māori staff in the public sector organisation or agency
- Develop a plan for the retention and development of Māori staff.

What do I do now?

- Read through all of the information contained in this Learning Assessment Guide.
- Familiarise yourself with the assessment tasks.
- Contact your assessor if necessary to clarify anything you are unsure of.
- Complete the assessment tasks as agreed on with your assessor.
- Contact your assessor when you have finished the assessment tasks.
- Make sure you keep a written copy of your completed assessment tasks.

**KIA KAHA & GOOD LUCK**

## Assessment Task One

### Introduction

This assessment is designed to assess your ability to:

- Explain issues relevant to Māori representation, participation and retention in the public sector
- Explain strategies employed to improve levels of Māori staff in the public sector
- Identify the needs and requirements of Māori staff in the public sector organisation or agency
- Develop a plan for the retention and development of Māori staff.

### Task instructions

- Answer the questions for the assessment task, and
- Your assessor will ask further questions of you on completion of this assessment, to confirm and/or clarify your responses.

### Your completed assessment for this task consists of:

- Written responses to questions, and
- Other documentation as required.

## Assessment Task One Questions

The principles of Equal Employment Opportunities (EEO) have been in the public sector for some time now. The focus of this assessment is to consider the development of Māori staff in the public sector. You are required to explain and develop your understanding of how Māori staff, their issues regarding representation and retention, can be best considered.

1. Please outline in 500 words or more the historical record of Māori participation in the public sector. You may choose your organisation or take a more generic approach to this question. Please note your response needs to be supported by documentation.
2. Now explain in 500 words or more three reasons for the low levels of Māori representation, participation and retention. Your response should make reference to issues such as perceived entry barriers, lack of educational qualifications and/or lack of specialist skills.
3. Please consider in 500 words or more two arguments for and two arguments against encouraging greater Māori participation in the public sector. Your arguments for and against need to be justified.
4. Please develop a business case that identifies at least three strategies of how you would improve the levels of Māori staff in the public sector. With your business case, please outline also how you will implement and evaluate the effectiveness of each strategy.
5. Review the existing human resource policies of one public sector organisation and consider three policies which impact upon or give consideration to the needs of Māori staff. Your review will need to outline whether issues such as tikanga Māori and the availability of Māori networks are considered.

Please also:

- Summarise the input from Māori staff regarding the possible changes to the workplace policies and practices. You will need to provide evidence that Māori staff have been consulted in this summary; and
- Identify strategies that better meet the needs of Māori staff. You will need to demonstrate that the strategies and changes are realistic in terms of implementation and budget limitations.

6. Now develop a plan for the retention and development of Māori staff. The plan should contain the following considerations:
- That the plan is developed for a specific public sector organisation
  - That the plan provides for feedback from Māori staff, senior management and other interested staff
  - That the plan covers the rationale for such an initiative and covers issues like timeliness, funding, reporting and logistical implementation considerations
  - That the plan is not isolated but rather becomes part of the overall requirements of the organisation
  - That the plan provides for strategies to improve workplace policies and procedures.

## Assessment Guide

Unit 16223 Develop a plan for the development of Māori staff in a public sector organisation

<b>Tasks</b>	<b>Evidence Required</b>	<b>Judgement</b>
Questions 1 - 6	Responses to written questions	Responses conform to model answers
	Documentation	To support information requested and model answer
	Responses to oral questions	After receiving the written evidence, the assessor should ensure sufficiency by asking further questions to clarify and where necessary expand on written material. These questions and the responses should be documented.