

REAL News

Newsletter for Careerforce Registered Assessors

August 2017



Welcome to the August issue of REAL News. In this issue we're reminding assessors to report credits by 31 December to meet TEC requirements. We also introduce the growing Careerforce moderation team and provide answers to some frequently asked questions. Earlier this week, winners of the training excellence awards were announced and we're delighted to share news of the winners and apprenticeship graduates.

Report Assessment results by 31 December

It's important that your trainees keep moving through the training. When they see those credits stacking up it motivates them to keep going.

In order to motivate trainees, The Tertiary Education Commission (TEC) requires a minimum of 10 credits be registered each calendar year that they are enrolled. This means that credits should be reported by 31 December. We also remind you to report credits within five working days of the date of assessment. The easiest way to do this is via [iportal](#). Please let us know if you require any assistance.

Your organisation has made the investment in training, now ensure it's having a return. Training is one key to employee success. Motivation and seeing results is another. If you get your staff going, it'll have a positive impact on productivity in your organisation.

Please [contact us](#) if we can help you with reporting assessments.

Introducing the Moderation Team and Process

Our Moderation team is responsible for the moderation of all workplace and contract assessors, education providers using our unit standards, and pre-moderation of new Careerforce assessments.

The team has been growing steadily and now includes three moderators. Rick Sloman, Manager National Moderation Team leads the group. National Moderators include Heather Reeves-Timms and Wiremu Bayliss. To help further support you with your moderation, a fourth member will join the team in September. Moderators can be contacted on 0800 277 486 or via email: moderation@careerforce.org.nz

What do I send or bring to moderation workshops?

How old can samples be?

When should moderation be completed by?

How long do I need to keep assessments for?

How do I complete moderation?

For answers to many of the frequently asked questions (such as those above) and to understand the process for moderation, visit the [Careerforce website](#) and/or [download the pdf](#).

Careerforce announces winners of Training Excellence Awards



The Careerforce Awards ceremony was held at Te Papa on Monday night as part of the Careerforce Workforce Development Conference. The ceremony also included the graduation of 31 of the first ever health and wellbeing apprentices from workplaces across New Zealand.

A diversional therapist, a youth coach, a mental health worker and a disability support worker are the winners of this year's Careerforce Training Excellence Awards. Thames-based youth worker Turaukawa Sam Bartlett from Te Korowai Hauora o Hauraki was crowned Maori Trainee of the Year, while Auckland-based mental health worker Christina Taefu from Framework Services claimed the Pasifika Trainee of the Year title. Christchurch-based diversional therapist Roxana Thornton from Homestead Ilam took home the Trainee of the Year award while Auckland-based disability support worker Katrina Collins from Goodwood Park won Apprentice of the Year.

We're also delighted to announce Presbyterian Support Northern-Enliven as winner of the Employer of the Year Award! Ninety-six per cent of their support workers either have a recognised industry qualification or are currently enrolled and actively completing Level 2 and they support all their support workers to move through from Level 2 to Level 3. Great work PSN-Enliven! [Read more](#)

REAL Assessor training workshops - September 2017

It's been our goal to have all assessors attend these training workshops. If you've already attended a REAL Assessor training workshop, there's no need to attend again.

For those who haven't attended a workshop, please look at the schedule below. It'll help

you build on your knowledge and skills in assessment. Use the Careerforce REAL model for respectful, efficient, applied and living training and assessment. **Observers are very welcome to attend these workshops as well.** More information about REAL Observers can be found [here](#).

What past attendees have said

"Thinking about our workplace evidence in this way is a light bulb moment for us."

"I feel inspired to go back to work and try out this approach"



Location	Date	Venue
Dunedin	5 Sept	Kingsgate Dunedin
Invercargill	6 Sept	Presbyterian Support Southland
Wellington	12 Sept	Careerforce, Wellington
Christchurch	13 Sept	Careerforce, Christchurch
Auckland	14 Sept	Lincoln Green Motor Hotel
New Plymouth	14 Sept	Brougham Height Motel
Hamilton	26 Sept	Distinction Hamilton Hotel

To see the full schedule for 2017, an overview of the workshops plus details on how to register via the website, please click the link below:

[**VIEW ALL ASSESSOR TRAINING WORKSHOPS**](#)

PEER moderation workshops - September 2017

We invite you to attend a Careerforce Peer Moderation workshop near you. See below for details.

Location	Date	Venue
Invercargill	12 Sept (afternoon)	TBA
Ranfurlly	13 Sept (late am/early pm)	TBA
Dunedin	14 Sept (morning)	Edgar Centre
Dunedin	14 Sept (afternoon)	Edgar Centre
Greymouth	19 Sept (afternoon)	TBA
Christchurch	20 Sept (morning)	Careerforce, Christchurch

Christchurch	20 Sept (afternoon)	Careerforce, Christchurch
Timaru	21 Sept (afternoon)	The Grosvenor Hotel
Rangiora	22 Sept (morning)	TBA

To see the full schedule for 2017, an overview of the workshops and details on how to register via the website, please click the link below:

[VIEW ALL PEER MODERATION WORKSHOPS](#)

Assessor Newsletters

These Assessor Newsletters are sent to all registered assessors and are now archived on the Careerforce website. Archive copies can be downloaded [here](#). If you are a new Careerforce Assessor you may want to check them out!



Thank you

As always, we do appreciate all the support and guidance you give to your trainees. If you have any questions, please don't hesitate to contact us. Please also use this email address to request Assessor Guides.

Phone: 0800 277 486
 Email: assessor-admin@careerforce.org.nz

