

Good Practice Guideline

For the Provision of Train the Trainer Instruction



PROFESSIONALISING THE SECURITY INDUSTRY

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Introduction

The intention of this guideline is to establish a minimum level of qualification and or experience required of persons delivering Train the Trainer instruction.

The guideline supports the NZQA consent and moderation requirements found in Appendix 2 of CMR 0003.¹ and the guidance information found in Unit Standard 27361.

Train the Trainer

An instructor delivering a Train the Trainer programme of study will hold the following:

- A minimum of 5 years operational experience in the security sector; or
- A minimum of 5 years operational experience in Police or Military service.
- A National or New Zealand Certificate in Security at Level 4 or higher or be able to demonstrate equivalent skills and knowledge.²
- A NZQA Certificate in Adult Education at Level 4 or higher; or
- A minimum or 5 years' experience in the delivery of vocational education for adult learners.

Tutor (Trainer)

A tutor/trainer attending a Train the Trainer course, initial or bi-annual refresher, will hold the following:

- Be a responsible employee of a TEO that has NZQA consent to assess in the security domain with a minimum of Unit Standards 27360 27361 and 27364; or
- Be a NZQA recognised sub-contractor providing training and assessment on behalf of a qualifying TEO.
- Hold NZQA Unit Standard 4098.
- A minimum of 2 years operational experience in the security sector; or
- A minimum of 2 years operational experience in Police or Military service.
- Hold the relevant New Zealand or national qualification/current unit standards at, or preferably one level above, the level at which they are required to teach or be able to demonstrate equivalent knowledge and skills.

¹ <https://www.nzqa.govt.nz/framework/search/results.do>

² Skills and knowledge subject to recognised peer review.

Train the Trainer – Programme of Study

- The Train the Trainer programme must be conducted face to face, ideally in group sessions of no less than 4, and facilitated over two days (preferably consecutive).
- The Train the Trainer programme must contain specific reference to the assessment range requirements found in the guidance information of Unit Standard 27361.
- The Train the Trainer programme must contain instruction on the delivery of practical “drills” to support the assessment range requirements.