

## Skills for You/ Te Papa Ako Toi

### New Zealand Certificate in Foundation Skills (Level 1) v2

THIS PROGRAMME IS DELIVERED UNDER SUBCONTRACTED AGREEMENT WITH NATIONAL COUNCIL OF YMCAS NEW ZEALAND.

#### Graduate Profile



This qualification is intended to assist people engaging or re-engaging with learning to prepare them for further learning and employment. It recognises the importance of core capabilities such as confidence, basic knowledge, and skills, and literacy and numeracy, in a range of simple and structured contexts.

#### Graduates of this programme will be able to:

- understand self-management strategies to organise personal life, maintain well-being and continue learning.
- interact positively with people from their own and other cultures, both individually and in group environments including work and community.
- reflect on progress towards achieving personal and career goals.
- organise, interpret, and communicate information using basic literacy and numeracy skills in relevant contexts.

#### Additional Qualifications and Pathways

Students may also gain **NCEA Level 1** if they already have achieved enough credits.

*"I like how the programme helps prepare me and many others for what the future has to offer."*

- "Y-Skills for You" learner, 2019

#### Opportunities for further study includes:

- NZ Certificate in Foundation Skills Level 2
  - NCEA Vocational Pathway
- =NCEA Level 1 and/or 2 is achievable through either pathway**

#### 2020 Intake Dates:

3-February	20-July
9-March	24-August
28-April	12-October
2-June	16-November.

#### Duration:

20 weeks  
[not incl. 2 weeks hols]

30 hours per week [incl. homework]

#### Entry Criteria:

- 16-19 years of age at enrolment [15 yrs. with exemption certificate]
- NZ citizen or permanent resident
- Not enrolled elsewhere
- Subject to Literacy/ Numeracy Assessment

## 2020 Programme Content

Graduate Profile Outcomes	Unit	Unit Standard Name	Level	Credit
<b>Course/ Outcome 1</b> Understand self-management strategies to organise personal life, maintain well-being and continue learning.	467	Demonstrate personal and social development through participation in adventure-based learning	2	3
	496	Manage personal wellbeing	1	3
	548	Demonstrate knowledge of the impact of alcohol and other drugs	1	3
	3483	Fill in a form	1	2
	24709	Produce a balanced budget to manage personal finances	1	3
	27106	Describe the terms connected with whakapapa and use [of]	1	2
<b>Course/ Outcome 2</b> Interact positively with people from their own and other cultures, both individually and in group environments including work and community.	497	Demonstrate knowledge of workplace health and safety requirements	1	3
	542	Describe discrimination under the Human Rights Act 1993 and describe ways of responding to it	1	3
	3503	Communicate in a team or group to complete a routine task	1	2
	4249	Describe care and timeliness as an employee	1	3
	12349	Demonstrate knowledge of time management	2	3
	12355	Describe strategies for managing stress	2	3
<b>Course/ Outcome 3</b> Reflect on progress towards achieving personal and career goals.	504	Produce a CV (curriculum vitae)	1	2
	1293	Be interviewed in an informal, one-to-one, face-to-face interview	1	2
	3501	Demonstrate knowledge of and apply listening techniques	1	3
<b>Course/ Outcome 4</b> Organise, interpret, and communicate information using basic literacy and numeracy skills in relevant contexts. <i>[Embedded across GPO1-3]</i>	26622	Write to communicate ideas for a purpose and audience	1	3
	26623	Use number to solve problems	1	4
	26624	Read texts with understanding	1	4
	26625	Actively participate in spoken interactions	1	3
	26626	Interpret statistical information for a purpose	1	3
	26627	Use measurement to solve problems	1	3
				<b>60</b>

## Additional Information

Phone:

[04] 5689622

Location:

Offered at New Plymouth, Whanganui, Palmerston North, Timaru, Ashburton, Christchurch, Invercargill & Winton locations.

Email:

[national@ymca.org.nz](mailto:national@ymca.org.nz)

Website:

[www.ymca.org.nz](http://www.ymca.org.nz)

**Course Costs**

**FREE**

**Additional Expenses**

Learners must provide their own lunch

**Approximate Cost**

At learner expense