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| **L3 2** | **Act professionally and ethically to support organisational values in a leadership context** |

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| **Kaupae |** Level | 3 |
| **Whiwhinga |** Credit | 5 |
| **Whāinga |** Purpose | This skill standard is intended for aspiring or new leaders.  This skill standard will provide learners with the knowledge and skills to explain professional and ethical behaviour in an organisation, how it supports organisational values, and apply behaviours in a leadership context.  This skill standard can be used in a range of qualifications and micro-credentials where there is a requirement of acting professionally and ethically to support organisational values in a leadership context. |

**Hua o te ako me Paearu aromatawai |** Learning outcomes and assessment criteria

| **Hua o te ako |** Learning outcomes | **Paearu aromatawai |** Assessment criteria |
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| 1. Act professionally and ethically to support organisational values in a leadership context. | 1. Explain professional and ethical behaviour in an organisation. |
| 1. Explain how professional and ethical behaviours support organisational values. |
| 1. Exhibit professional and ethical behaviours to support organisational values in a leadership context. |
| 1. Reflect on the impacts of professional and ethical behaviour as a leader. |

**Pārongo aromatawai me te taumata paearu |** Assessment information and grade criteria

*Assessment specifications:*

Activity must relate to leadership, may be a short term or long term, or repeated activity. It could be leading an individual or group, community, or project, and may include thought-leadership, leading an idea or kaupapa.

Evidence of assessment must reflect where applicable, any workplace policies and procedures such as standard operating procedures, safety procedures, equipment operating procedures, codes of practice, quality management practices and standards, procedures to comply with legislative and local body requirements.

This skill standard may be assessed in a role where leadership is demonstrated, when appropriate situations arise, or in a training environment if simulated conditions are able to be provided that reflect the standards of a workplace and/or leadership context.

Assessment materials should allow for learner, regional, cultural, or community contexts.   
For example, a learner may wish to be assessed in a context that includes te ao Māori perspectives such as mātauranga, and tikanga specific to them.

The task or activity may relate to Te Tiriti o Waitangi. For guidance on Te Tiriti o Waitangi, please see [programme guidance documents](https://ringahora.nz/qualifications-and-assurance/programme-endorsement/programme-guidance-documents-for-providers-developing-programmes/).

Reflection may include reflection on impacts of own behaviour and/or others.

*Definitions*

*Assessment materials* refer to the assessment activities, judgement statements, learner evidence, model answers, and any other material that supports assessment to this standard.

*Professional and ethical* *practice* relates to inclusivity, tikanga, organisational values, expected behaviours, and conduct.

***Ngā momo whiwhinga |*** *Grades available*

Achieved

**Ihirangi waitohu |** Indicative content

Professional and ethical practices and behaviour

* tikanga
* inclusivity
* expected behaviours
* organisational values
* conduct.

How professional and ethical behaviours support organisational values

* positives
* consequences
* implications.

Responsibility of being professional

* different layers of leadership
* role-modelling
* being aware of your image and personal brand
* code of conduct
* how you speak, write, conduct yourself as a leader
* professional conduct – role modelling behaviour that is ethical and what is not.

Reflection

* questions
* journals.

**Rauemi |** Resources

* Groundwork.org.nz - [Te Tiriti articles in practice](https://groundwork.org.nz/resources/te-tiriti-articles-in-practice/)
* Te Ara – [Principles of The Treaty of Waitangi](https://teara.govt.nz/en/principles-of-the-treaty-of-waitangi-nga-matapono-o-te-tiriti-o-waitangi/page-1)
* Industry and organisational codes of conduct
* Quality assurance processes

**Pārongo Whakaū Kounga |** Quality assurance information

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| **Ngā rōpū whakatau-paerewa |** Standard Setting Body | Ringa Hora Services Workforce Development Council |
| **Whakaritenga Rārangi Paetae Aromatawai |** DASS classification | Business > Business Operations and Development > People Development and Coordination |
| **Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga |** CMR | 0112 |

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| **Hātepe |** Process | **Putanga |** Version | **Rā whakaputa |** ReviewDate | **Rā whakamutunga mō te aromatawai |** Last date for assessment |
| **Rēhitatanga |** Registration | 1 | [dd mm yyyy] | [dd mm yyyy] |
| **Kōrero whakakapinga |** Replacement information | N/A | | |
| **Rā arotake |** Planned review date | 2030 | | |

Please contact Ringa Hora Services Workforce Development Council at [Qualifications@ringahora.nz](mailto:Qualifications@ringahora.nz) to suggest changes to the content of this skill standard.