



HITO Tutor Assessor Application – Hairdressing, Barbering and Beauty Therapy

Please fill out the information below and then attach the documents listed on the last page.

EXPERIENCE - PLEASE LIST YOUR TUTORING EXPERIENCE IF YOU DO NOT HAVE TUTORING EXPERIENCE, LEAVE THIS SECTION BLANK			
TRAINING ESTABLISHMENT	YEARS EMPLOYED	HOURS WORKED PER WEEK	COURSE CONTENT TAUGHT

ASSESSMENT AND EXAMINATION EXPERIENCE
PLEASE DESCRIBE ANY EXPERIENCE YOU HAVE.

SIGNATURE	
I CONFIRM THIS INFORMATION IS TRUE AND CORRECT	
NAME	
DATE	
SIGNATURE	



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CRITERIA FOR HAIRDRESSING AND BARBERING

- For the Hairdressing qualification, hold the New Zealand Certificate in Hairdressing (Professional Stylist) (Level 4) [Ref: 2413]; the National Certificate in Hairdressing (Professional Stylist) [Ref: 0022]; a Trade Certificate in Hairdressing, or equivalent; or a qualification in advance of these; and/or working towards a hairdressing qualification at Level 5
- For the Barbering qualification, hold the New Zealand Certificate in Commercial Barbering (Level 4) [Ref: 2115]; the National Certificate in Barbering [Ref: 0418]; a Trade Certificate in Barbering; or equivalent; or a qualification in advance of these.
- 3 years' experience in industry post qualification of which one year must be 12 months immediately preceding the first selection and appointment
- Are credited with unit standards 4098 and 11552, or are able to demonstrate equivalent knowledge and skills;
- Are credited with or are working towards a teaching qualification of a minimum level 4; Plus, have attained unit 21204.

OR

Or are enrolled in a programme leading to award the New Zealand Certificate in Adult Literacy and Numeracy Education (vocational/workplace) (level 5) or are able to demonstrate equivalent knowledge and skills.

OR

Are credited with or are working towards **New Zealand Certificate in Adult and Tertiary Teaching Level 5 Qualification** that has embedded literacy and numeracy included in the qualification (i.e. Unit 29623 and Unit 29625) or equivalent knowledge.

CRITERIA FOR BEAUTY THERAPY

The applicant organisation must have policies and procedures to ensure that staff involved in teaching and/or assessment will have attained:

- A recognised qualification in beauty services, whether a National Certificate or an equivalent International Qualification
- Are credited with unit standards 4098 and 11552, or are able to demonstrate equivalent skills and knowledge

The applicant organisations appointment policies must ensure that tutors/assessors have suitable industry, technical and commercial skills: these skills could be gained, for example, through two years of recent and consecutive practice in industry.

Applicant organisations must have policies and procedures to ensure that tutors and assessors keep up-to-date with current beauty services practice.

THE APPLICATION PROCESS

- Complete the application form.
- Include a reference from the Training Provider/Employer you are currently employed with.
- Copy of your qualifications
- Evidence of Qualification, Professional Development and currency including evidence of unit standards 4098, 11552 or equivalent
- Copy of your CV

Applications should be addressed to:

Learning and Development Team
HITO
PO Box 11764
Wellington 6011

Or emailed to:
moderation@hito.org.nz