

NZATD Professional Membership Application

Congratulations on your decision to apply for Professional Membership of NZATD.

Before you complete this application, ensure you have read through the guide 'Applying for Professional Membership'. This document provides all the information you need to ensure you meet the application requirements.

When you are ready to submit, save this application form then email it to nzatd@nzatd.org.nz.

Your application will be assessed by the NZATD Board of Studies.

Note: All information contained in this application is confidential. All Board of Studies members are governed by non-disclosure agreements. Information will not be shared without the express permission of the applicant.

Section 1 - Personal Information

1. What is your name?

2. What NZATD Branch do you belong to?

3. What is your NZATD membership number? (You can find this by logging into the members area of the NZATD website.)

4. What is your contact phone number?

5. What is your postal address?

6. What is your email address?

7. How many years have you been working with the Learning and Development field?

8. Please confirm you worked with the Learning and Development field for at least three of the past four years.

Yes

Section 2 – Core Competency Evidence

9. What evidence are you providing to show you have met the requirements of both the NZATD Core Competencies from the NZATD Competency Framework (i.e. Adult Learning Principles and Learning and Development Practice)? *Select from the list.*

I am providing a work-based portfolio of evidence.

Go to question 11.

I am providing a copy of my competency-based qualification (NZQA Level 4, level 5 or higher). For example:

- New Zealand Certificate in Adult and Tertiary Teaching (Level 4 or 5)
- National Certificate in Adult Education and Training (Level 4 or 5)
- Equivalent or higher qualification in adult learning and development from a recognised tertiary institution*

Go to question 10 – Qualification Information.

10. Qualification Information

a) What is the name of your qualification?

b) What level is your qualification?

NZQA Level 4

NZQA Level 5

Other- please specify

c) What year was your qualification awarded?

d) Which institution awarded the qualification?

e) Please confirm you have loaded a copy of the certificate or academic transcript into your evidence portfolio.

Yes – A copy is included in my evidence portfolio. *Insert the document name below.*

Go to question 11.

Section 3 – Specialist Competency Evidence Pathway

11. All applicants must provide evidence within your portfolio for at least one specialist competency from the NZATD Competency Framework.

Which Specialist Competency are you including in this application? *You must select at least one.*

- Instructional Design
- Learning Assessment
- On-the-job Training
- Coaching
- Evaluation
- eLearning
- Facilitation
- Social Learning
- Learning Leaders
- Learning Strategies

Section 4 – Supporting Information

12.CV

Please confirm a copy of your CV is provided as part of this application.

- A copy is included in my portfolio of evidence. *Insert the document name below.*

- Below is my LinkedIn page or other source. (Please include the link below.)

13.Continuous Professional Development (CPD)

Please confirm a copy of your Continuing Professional Development Log is included in your portfolio of evidence.

- A copy of my CPD is included in my portfolio of evidence. *Insert the document name below.*

14. Referees

Please confirm you have included four references in your portfolio of evidence. *Insert the names of the referees below.*

1. Referee 1 - Manager or client reference name

2. Referee 2 - Manager or client reference name

3. Referee 3 - Learner reference name

4. Referee 4 - Learner reference name

5. Other (Please specify)

15. Evidence Portfolio

Please advise how NZATD can access your Evidence Portfolio. Select from the list.

- I have emailed it to nzatd@nzatd.org.nz.
- I am providing access to a shared document repository. *Please include the link below.*

16. Is there anything else you want to let us know as part of this application?