



Enhancing people
capability within the
sheep, beef and deer
industry



SHEEP, BEEF AND DEER PROGRAMMES

Tēnā koutou e ngā waka,
e ngā reo,
e ngā mana,
koutou ngā uri o ngā kāhui maunga,
me kī ngā tongi kōrero o ngā awaawa huri noa i te motu,
te iti me te rahi,
ngā whanaunga me ngā piringa karanga maha,
he mihi mahana ki a koutou katoa.
Nau mai haere mai ki tēnei kaupapa o tātou.



OUR ROLE WITHIN NZ'S PRIMARY INDUSTRIES

As a not-for-profit organisation, we are driven by a bigger ideal: to grow New Zealand through people. Our core purpose is to work with businesses in the primary industries to grow the capability of their people.

We do this through applied learning. Training and assessment is designed to take place in the workplace which enables employees to learn on-the-job, while gaining real-world industry experience. Our learning zone is vocational skills from Level 2 which are foundation practical skills through to management skills at Levels 5 and 6.

So much of who we are, how we live and where we're going, is connected to the land. It's a central part of what it means to be us. Our land is the foundation of our primary sector, but this country's serious growth will come from people – those who are guardians of the land, produce food from it and innovate every conceivable connection to it. These are the people Primary ITO is here to grow.

It's about dialling up talent and attitude, knowledge and skills. The desire to ask what's next, then stepping up and creating it. It's about combining science and technology, hard work with smart thinking and growing a global view of our local ambition.

Primary ITO is on the ground working with individuals, businesses, communities and industry. We're in high-tech production facilities, on farms and orchards, in the shed and at the kitchen table, all around New Zealand.

We're coaching and teaching and sharing the knowledge, building confidence, ambition and capability – with a desire to do much more than turn the wheel. We want to power up the entire engine.

We set the national standards for more than 250 qualifications across agriculture, horticulture, food processing, seafood, equine and sports turf industries. In over 30 primary sectors we work with industry bodies, businesses and dedicated people who want to do better.





New Zealand's sheep and beef sector is going places, and our farmers are only able to be world-leading sustainable producers of premium grass-fed red meat thanks to the training and development opportunities that exist for those who work in the sector.

To keep our competitive advantage with our globally unique farming systems, we've been investing in the capabilities of everyone involved in the sector, and ensuring there's clear pathways for those thinking of making their career in the sheep and beef sector.

The sector has an incredibly diverse range of opportunities within it too. With a range of challenges facing the sector, including the rise of alternative proteins, the need to continually improve productivity and environmental performance, and technology opening up exciting new opportunities, practical on-farm skills and management training forms the backbone of a career that can be as varied and interesting as you want it to be.

It's a career that's not just limited to local shores either. The knowledge and expertise of those involved with New Zealand's sheep and beef sector is in high demand globally as the world embraces environmentally sustainable farming systems and wants more of our pasture-raised, free range, GMO and hormone free beef and lamb.

There's a bright future ahead for the sheep and beef sector as it continues to be one of the engine rooms of our economy, and we need driven, ambitious, and qualified people to help us achieve the very best outcomes for New Zealand.





Deer farming in New Zealand is at an exciting crossroads. It's a young industry – less than 50 years old – and is firmly established as a profitable livestock sector that works in well with sheep and beef.

The main product from deer – venison – is in strong demand, not only in the traditional seasonal markets of northern Europe, but also in fast-growing year-round new markets such as the United States and Asia. Velvet antler and other co-products also find ready markets at good prices, especially in Korea and China. As well as being used in traditional oriental medicine, there is burgeoning demand for velvet as an ingredient in modern healthy food products.

Deer are unique and very special animals, strongly seasonal with plenty of personality and intriguing patterns of behaviour that require skilled management. They thrive in most New Zealand livestock farming environments.

As the industry matures and grows, it is actively seeking to attract and train more young people to work with deer.

In addition to good stockmanship skills, deer farmers are looking for people who can help utilise new technologies to record and monitor deer performance.

Since 2013, the New Zealand Deer Farmers' Association has run an annual two-day "Next Generation" programme to give newcomers to the industry a deeper understanding of deer farming and to create networks of enthusiastic young people who share a love of deer.

There is also a range of formal qualifications (including one co-funded through MPI's Sustainable Farming Fund) available through Primary ITO. These can help young people on a training pathway to a rewarding career in deer farming – both as part of broader qualifications and as a deer-focused programme.

New Zealand deer farmers look forward to welcoming young people with these qualifications and experience into the industry.







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Why training matters

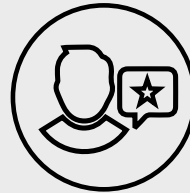
BUSINESS BENEFITS



**Make smarter
business decisions**



**Take control and
manage risks**



**Motivate and retain
good employees**



**Protect your
bottom line**

TRAINEE BENEFITS



**Improve their skills
and confidence**



**Earn while
they learn**



**Move up the career
ladder faster**



**Stand out from
the crowd**



Literacy and Numeracy support for Primary ITO trainees and employers.

Make a positive impact on your business by increasing the capability of your employees.

By assessing and supporting literacy and numeracy skills across your team you will increase the profitability and productivity of your business.

Supporting your employees will increase their engagement, compliance, health and safety and staff retention. For more information, talk to your local Training Adviser.



Literacy and numeracy assessment

We can assess your whole team for literacy and numeracy competence and provide advice and tools to increase competency.



Mentor Programme

We have over 400 mentors providing learning support at all levels of training. As well as literacy and numeracy assistance, our mentors help with confidence building and motivation. Located all over New Zealand, they work with learners one on one during class and at local study nights.



In house mentors

We can train up a group of mentors to support their colleagues. The training is workshop based and provides a good grounding for peer mentoring.



Workplace literacy programmes

We can advise and support your business to access the workplace literacy fund. This fund will enable you to increase the literacy, numeracy and communication skills across your whole business. The fund provides support in the manner of 25-80 hours of free literacy provision in the context of your workplace.



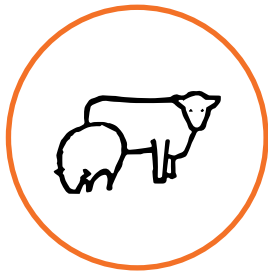
Dyslexia Support

We have a free screening service and programme to support people with dyslexia. We provide information and access to learning tools including reader/writer support, reading pens, speech recognition computer software and phone apps.

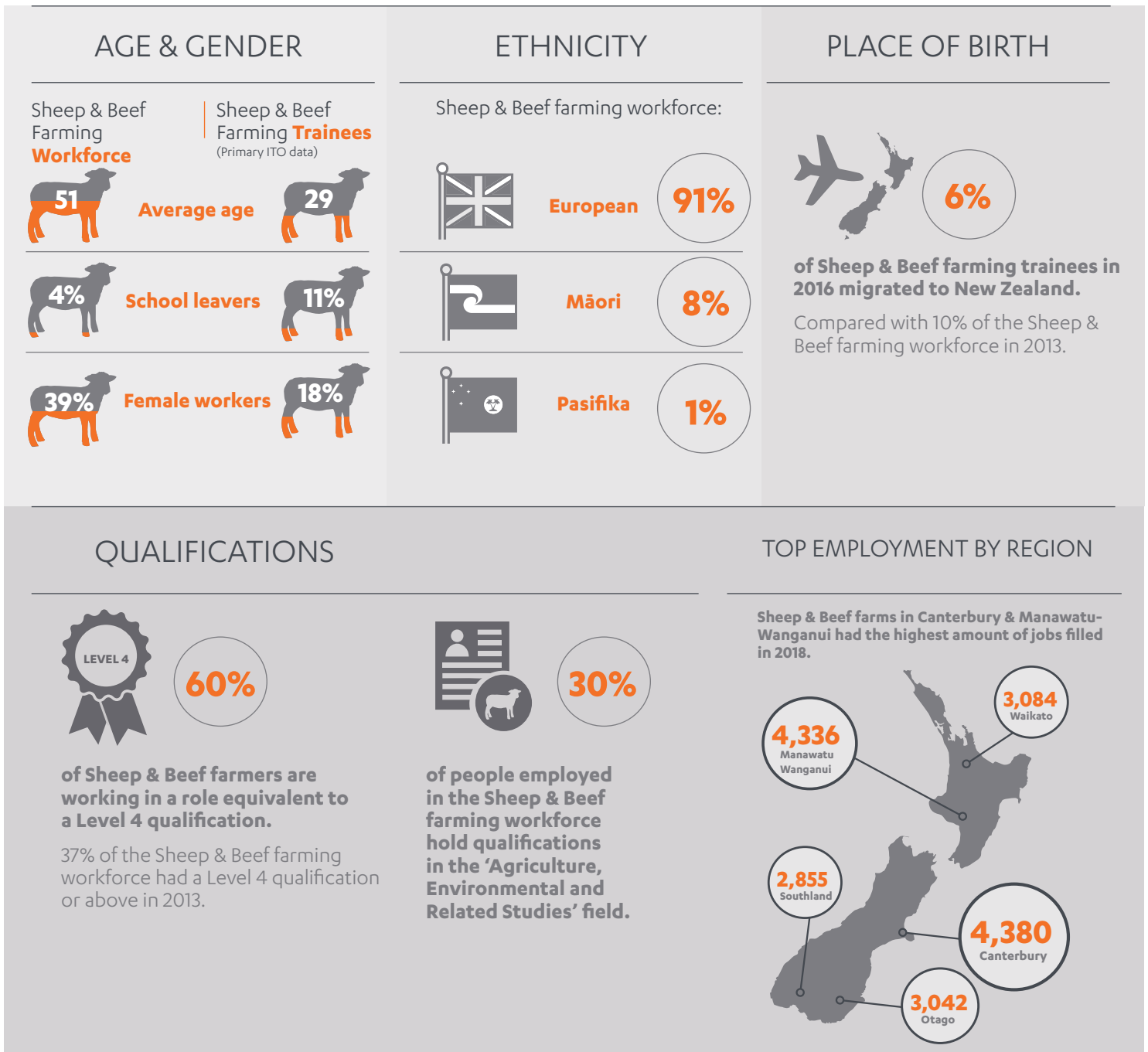


Study nights/study groups

We recommend study nights as a way for learners to set aside time to focus on the theory side of their qualification. Primary ITO field teams hold study nights around the country. We can support a large business to create their own study groups at a time that will suit the business.



Sheep and Beef Sector Demographics

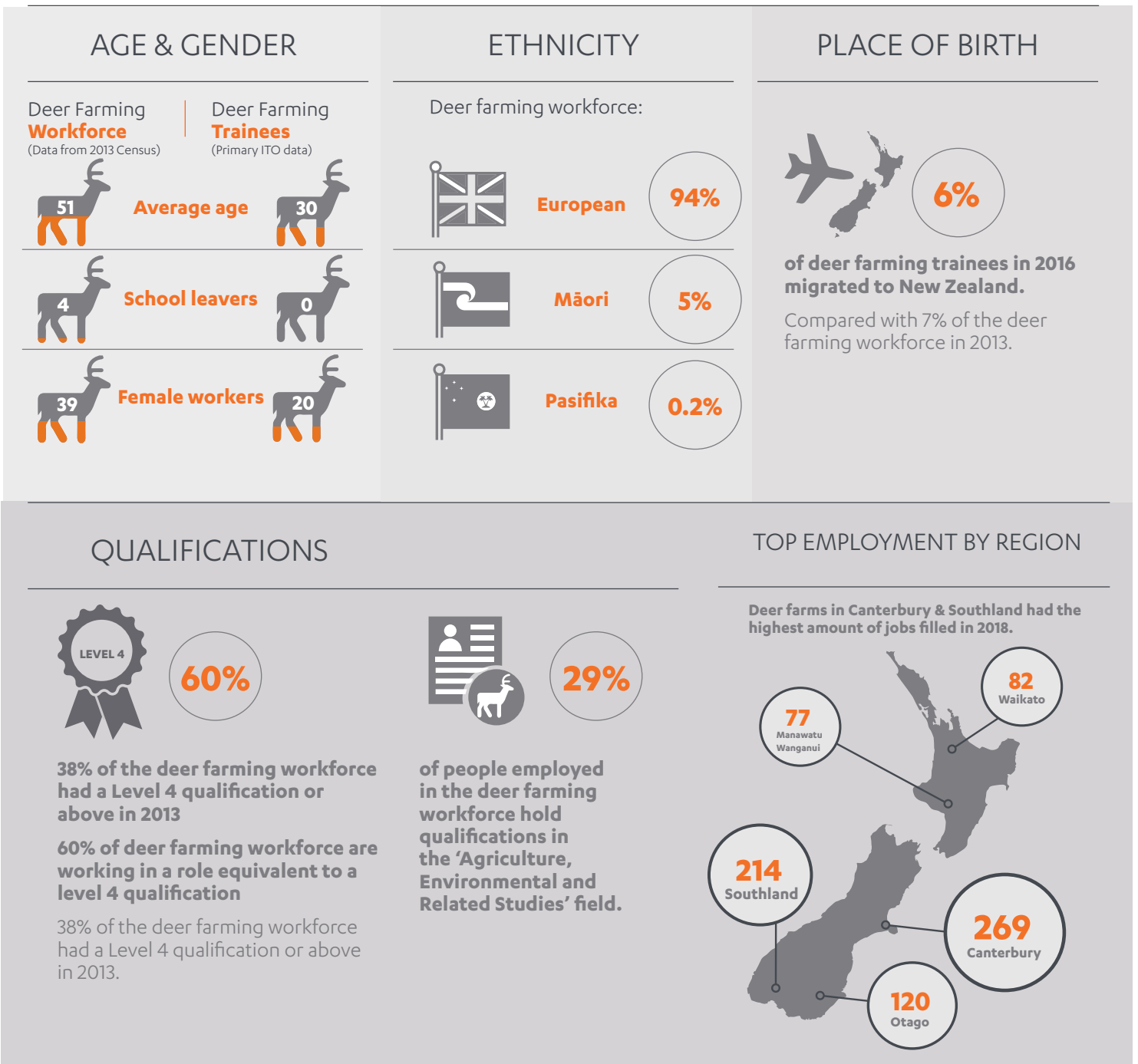


Statistics have been sourced from Infometrics, 2006 and 2013 Census data, and Primary ITO trainee information.

Current as at August 2018



Deer Sector Demographics



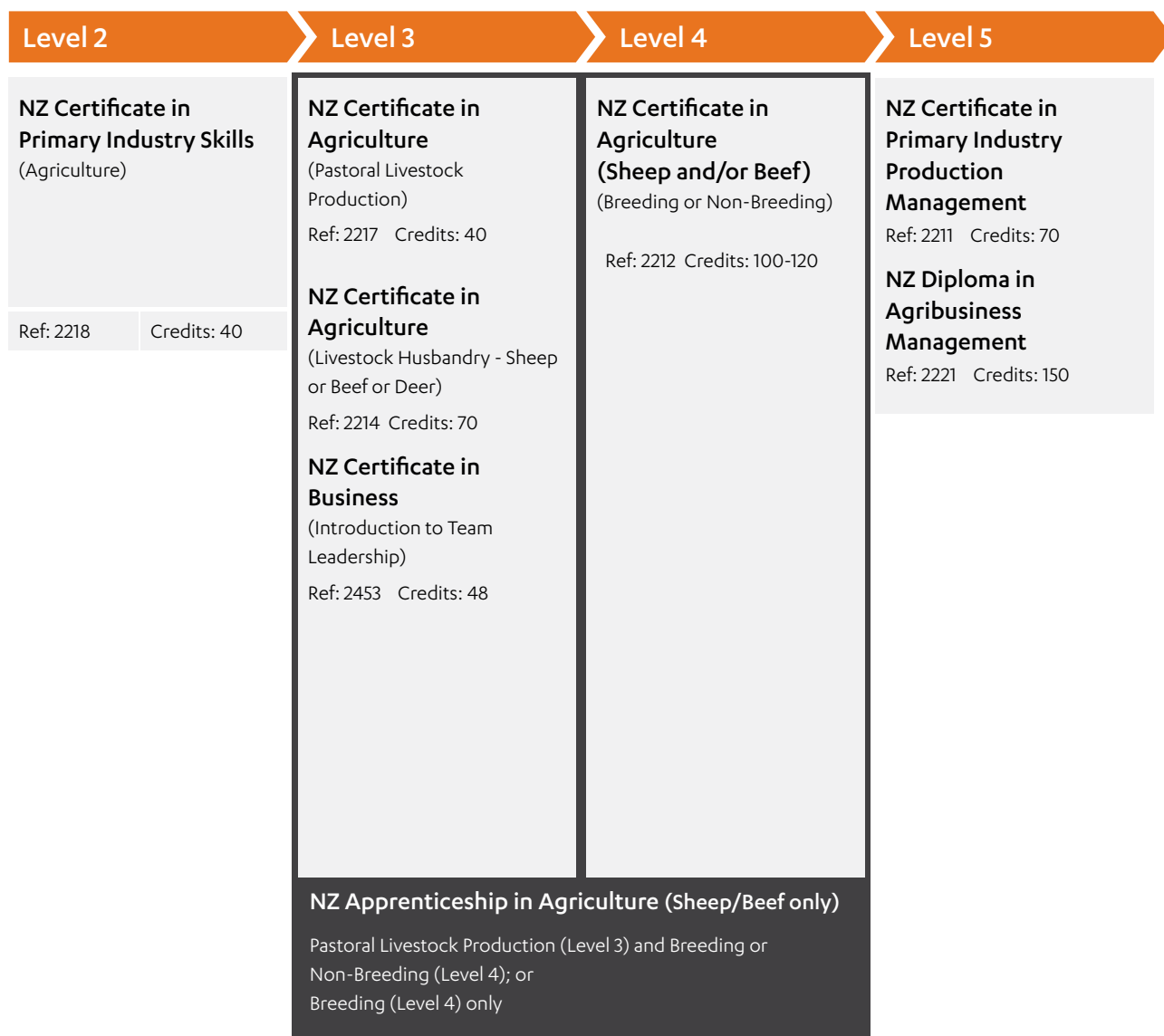
Statistics have been sourced from Infometrics, 2006 and 2013 Census data, and Primary ITO trainee information.

Current as at August 2018

Sheep, Beef and Deer Learning Pathway

A career in the sheep, beef and deer industries offer many opportunities – and a key motivator of driving workers to learn is to provide them with opportunities to increase their knowledge and progress their career.

The following learning pathway highlights the development opportunities available to graduates of sheep, beef and deer qualifications.





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SHEEP, BEEF AND DEER – ROLE DESCRIPTIONS

JUNIOR SHEPHERD

ROLE DESCRIPTION

- Generally under full supervision.
- Assist with day-to-day operational tasks on farm including animal handling, animal health and welfare and vehicles.
- Expected to participate safely and effectively in the workplace.

TRAINING OPPORTUNITIES

Industry Standard Programmes
(Qualifications through Primary ITO)

NZ Certificate in Primary Industry Skills
– Agriculture (Level 2)

NZ Certificate in Agriculture
(Livestock Husbandry) (Sheep or Beef or Deer)
(Level 3)

Driver's License Classes 1 & 6
Firearms License
First Aid Certificate

Industry Programme Enhancement

- Beef + Lamb NZ:
- Field Days
 - Resources on www.knowledgehub.co.nz
- Dog Training Days
- Deer Industry NZ:
- Resources on www.deernz.org/deerhub

Advanced Growth Opportunities

- New Zealand Young Farmers Club
- Agri-Women's Development Trust (AWDT)
 - It's all about YOU programme
- Ahuwhenua Young Māori Farmer Award

FARM GENERAL

ROLE DESCRIPTION

- Variable experience depending on business need.
- Can work unsupervised or support the team with basic farm system operations.

TRAINING OPPORTUNITIES

Industry Standard Programmes
(Qualifications through Primary ITO)

Junior Shepherd Plus

NZ Certificate in Agriculture (Pastoral Livestock Production) (Level 3)
– known as "Feeding"

Industry Programme Enhancement

- Beef + Lamb NZ:
- Field Days
 - Resources on www.knowledgehub.co.nz
 - Wormwise workshop
 - Beef Cow Body Condition Scoring workshop
 - Ewe Body Condition Scoring workshop
 - Growing Great Lambs
- Deer Industry NZ:
- Resources on www.deernz.org/deerhub
- Dog Training Days
- Technical Training Days for on-farm technical equipment (e.g. weigh scales, EID).

Advanced Growth Opportunities

- New Zealand Young Farmers Club
- Agri-Women's Development Trust (AWDT)
 - It's all about YOU programme
- Ahuwhenua Young Māori Farmer Award

SHEPHERD/HEAD SHEPHERD

ROLE DESCRIPTION

- Requires limited to no supervision.
- Completing and often taking responsibility for day-to-day tasks on farm.
- As experience grows, may be responsible for some junior staff and their day-to-day responsibilities.

TRAINING OPPORTUNITIES

Industry Standard Programmes
(Qualifications through Primary ITO)

Farm General Plus

NZ Certificate in Agriculture (Pastoral Livestock Production) (Level 3)
– known as "Feeding"

Commence NZ Certificate in Agriculture
(Breeding or Non-Breeding) (Level 4) as Head Shepherd

NZ APPRENTICESHIP IN AGRICULTURE (SHEEP/BEEF ONLY)

Industry Programme Enhancement

- Beef + Lamb NZ:
- FeedSmart workshop
 - Wormwise workshop
 - Beef Cow Body Condition Scoring workshop
 - Ewe Body Condition Scoring workshop
 - Field Days
 - Resources on www.knowledgehub.co.nz
- Deer Industry NZ:
- Resources on www.deernz.org/deerhub

Advanced Growth Opportunities

- Deer Industry NZ
- Next Generation Conference
 - Bank Start-Up days
- New Zealand Young Farmers Club
- Agri-Women's Development Trust (AWDT)
- It's all about YOU programme
- Beef + Lamb NZ
- Generation Next Programme
 - Action Network Groups (Head Shepherd only)
- RMPP
- Farm Business Transition, Succession, Ownership and Financial Workshops (for Head Shepherd)



The most important resource on your farm, is you and your team.
Visit rural-support.org.nz or farmstrong.co.nz for guidance on how to 'get through' during the tough times.

STOCK/BLOCK MANAGER

ROLE DESCRIPTION

- Responsible for supervision of junior shepherds/ farm generals and contractors under broad guidance.
- Able to develop, implement and monitor farm plans for livestock health, breeding and benchmark stock performance.
- Produces regular management reports on day-to-day activity.
- Responsible for day-to-day management of shepherds.
- Able to analyse information and make recommendations for action.

TRAINING OPPORTUNITIES

Industry Standard Programmes
(Qualifications through Primary ITO)

Shepherd/Head Shepherd Plus

NZ Certificate in Business (Introduction to Team Leadership) (Level 3)

Complete_NZ Certificate in Agriculture (Breeding or Non-Breeding) (Level 4)

NZ APPRENTICESHIP IN AGRICULTURE (SHEEP/BEEF ONLY)

Industry Programme Enhancement

Beef + Lamb NZ:

- FeedSmart workshop
- Better Beef Breeding workshop
- Better Sheep Breeding workshop
- Fresh water management workshop
- Farms, trees and Carbon workshop
- Farm Safety Management System workshop
- Winter Grazing
- Field Days
- Resources on www.knowledgehub.co.nz

Deer Industry NZ:

- Resources on www.deernz.org/deerhub

Primary ITO "Train the Trainer"

FARMAX Software and/or FarmIQ Software

Advanced Growth Opportunities

Deer Industry NZ

- Advanced Parties/Regional Workshops
- Focus Farm Days

Agri-Women's Development Trust (AWDT)

- It's all about YOU programme
- Understanding Your Farm Business (UYFB)
- Wahine Maia, Wahine Whenua.

Beef + Lamb NZ

- Generation Next Programme
- Action Network Groups

RMPP

- Farm Business Transition, Succession, Ownership and Financial Workshops

FARM MANAGER

ROLE DESCRIPTION

- Supervisory role.
- Responsible for meeting farm goals, including all aspects of production, stock, environmental and staff management.
- Should be involved in the budgeting process but will not set the budget.

TRAINING OPPORTUNITIES

Industry Standard Programmes
(Qualifications through Primary ITO)

Stock/Block Manager Plus

NZ Certificate in Primary Industry Production Management (Level 5)

NZ Diploma in Agribusiness Management (Level 5)
(full list of modules at primaryitodiploma.co.nz)

Industry Programme Enhancement

Beef + Lamb NZ:

- Land and Environment Planning workshops
- Farm and Environment Planning workshops (regional plans)
- Fresh water management workshop
- Farms, trees and Carbon workshop
- Farm Safety Management System workshop
- Benchmarking workshop
- Winter Grazing
- Field Days
- Resources on www.knowledgehub.co.nz

Deer Industry NZ:

- Resources on www.deernz.org/deerhub
- Resources on www.knowledgehub.co.nz

FARMAX Software and/or FarmIQ Software

Advanced Growth Opportunities

Beef + Lamb NZ

- Farmer Council participation
- Action Network Groups

RaboBank EDP & FMP

Agri-Women's Development Trust (AWDT)

- It's all about YOU programme
- Understanding Your Farm Business (UYFB)
- Wahine Maia, Wahine Whenua
- Future Focus

Deer Industry NZ

- Advanced Parties/Regional Workshops

Kellogg Rural Leadership Programme

RMPP

- Farm Business Transition, Succession, Ownership and Financial Workshops

BUSINESS MANAGER

ROLE DESCRIPTION

- Strategic role.
- Responsible for meeting overall business goals, including; agreeing farm goals with farm owners, planning, reviewing execution and reporting against the farm goals.
- Managing farm management.
- Responsibilities cover all areas including budgeting, targets and resource requirements. May be responsible for multiple farms or be part/full owner of the business.

TRAINING OPPORTUNITIES

Industry Standard Programmes
(Qualifications through Primary ITO)

Farm Manager Plus

NZ Diploma in Agribusiness Management (Level 5)
(full list of modules at primaryitodiploma.co.nz)

Industry Programme Enhancement

Beef + Lamb NZ:

- Land and Environment Planning workshops
- Farm and Environment Planning workshops (regional plans)
- Fresh water management workshop
- Farms, trees and Carbon workshop
- Farm Safety Management System workshop
- Benchmarking workshop
- Farm Business Transition and Succession workshop
- Field Days
- Resources on www.knowledgehub.co.nz
- Data and tools on www.beeflambnz.com/data-tools

Deer Industry NZ:

- Resources on www.deernz.org/deerhub

Advanced Growth Opportunities

Deer Industry NZ:

- Farmers Association (NZDFA) Participation

Beef + Lamb NZ

- Farmer Council participation
- Innovation Farm Programme
- Profit Partnership Programme
- Farm Initiated Tech transfer (FITT) projects
- Action Network Groups

Agri-Women's Development Trust (AWDT)

- It's all about YOU programme
- Future Focus
- Escalator programme

Ahuwhenua Trophy

Ballance Agri-Nutrients Farm Environment Awards

Nuffield New Zealand Farming Scholarship

RMPP

- Farm Business Transition, Succession, Ownership and Financial Workshops



Meet the team

Our team is committed to enhancing people capability within the sheep, beef and deer industries. We are focused on building pathways, growing career opportunities and increasing the value of on-job education and training to individuals and the broader industry.

Sector Manager

National

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Training Adviser

East Coast - North Island

+64 27 279 6260

Delivery Manager

National

+64 27 703 6388

Training Adviser

Manawatu/Whanganui

+64 27 706 5297

Lead Training Adviser

Northland

+64 27 478 3731

Training Adviser

Canterbury

+64 27 468 9548

Training Adviser

Upper Northland

+64 27 241 9407

Lead Training Adviser

Nelson/Marlborough/West Coast

+64 27 446 6268

Training Adviser

Waikato

+64 29 201 4616

Training Adviser

Central Otago/Southland

+64 27 230 4349

Training Adviser

Bay of Plenty/Central North Island

+64 27 661 1546

Training Adviser

Otago

+64 27 704 9999

Training Adviser

Wairarapa/Hawke's Bay

+62 27 704 6855



POWER
FARMING

IOA
Horticulture
Farming

Primary
KNOWLEDGE

AgHat 2

1. Measure and report the farm APC (average pasture cover).

APC (g/ha)

Date

2. Record the observation above to your clipboard.

3. Report to the APC of your assessment on the graph.

4. Compare the farm APC on the graph with the APC of other farms. How do you think the APC will change over time? How should you the farmer on the other farm to improve the APC? How should you the farmer on the other farm to improve the APC?

Land slope of grass	Number of grasses present in each and state (dead or green)	Number of grasses present in each and state (dead or green)

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Whāia te iti kahurangi ki te tūohu koe me he maunga teitei

Seek the treasure you value most dearly: if you bow your head, let it be to a lofty mountain





SHEEP, BEEF AND DEER CADETSHIPS

Sheep, Beef and Deer Cadetships are structured pathways encompassing both formal and non-formal learning on various properties throughout New Zealand. Each property has its own individual requirements and aligns their requirements with Primary ITO qualifications that will provide the best outcome for the business, trainee and farm owner/manager.

These structures require trainees to learn both the practical and theory skills within their workplace environment, and to work in with seasonal happenings and requirements on farm.

Cadetships encompass more than just qualifications, they generally wrap around the whole employment agreement that is in place.





NEW ZEALAND APPRENTICESHIPS

Sheep and beef New Zealand Apprenticeships are based on the completion of a level 3 and/or level 4 New Zealand Certificate programme that can take anywhere from two and a half years, to three years to complete.

Our Training Advisers visit each apprentice four times per year to mentor, set and review goals with the trainee and verifier.

Our apprenticeship programmes are highly regarded throughout the industry and are formally recognised. There are nine programmes currently available.

How it works

NZAs are formal work-based training programmes intended to produce graduates who are fully competent in their occupation. An apprentice must be realistic about their intention to work in the sheep and beef industry and whether it is the right choice for them.

A potential apprentice should already have been working in the industry long enough to understand the requirements of the qualification before signing up.

Primary ITO is responsible for facilitating an apprentice's training and will support both the apprentice and the employer throughout the apprenticeship.

Criteria

- An apprentice must be employed in the occupation for which they are training.
- Apprentices need to understand the responsibilities and requirements of their employee agreement.
- Employers need to be committed to supporting an apprentice throughout the duration of the apprenticeship programme.
- Throughout the programme, an apprentice must be supported by a training plan agreed by the apprentice, the employer and Primary ITO.

Contact your local Primary ITO Training Adviser on page 5 for more information.

New Zealand Certificate in Primary Industry Skills (Agriculture) (Level 2)

Recommended for	Those new to the agricultural industry
Programme duration	7 months
Training days	This depends entirely on the units selected. If units selected are all on job, then there will be no course days. If vehicles are selected, then off job training days are required.
Credits	40 credits
Qualification reference	2218

Description

This programme sets your team up with the foundational knowledge and skills required to be safe on-farm and confidently undertake their role.

The recently redeveloped programme complements your sheep, beef or deer farm, with learning that can be tailored to your team, including:

- Safe handling of livestock and behaviours
- Assisting with feeding
- Assisting during calving and/or lambing
- Fencing (installation and maintenance)
- Planting and caring of trees and shrubs
- Working a farm dog
- Understanding of beehives and the basic use of equipment.

Valuable additions to this programme include the safe handling of agrichemicals and the option to add chainsaw/vehicle skills so your team can operate vehicles confidently and safely as part of their day-to-day role. These include:

- Chainsaw
- Tractor
- Quad Bike
- LUV
- Motorcycle

This is an ideal qualification for new team members with a natural alignment to your induction programme.

For learners, this is a great first step before entering into an apprenticeship.

Qualification requirements

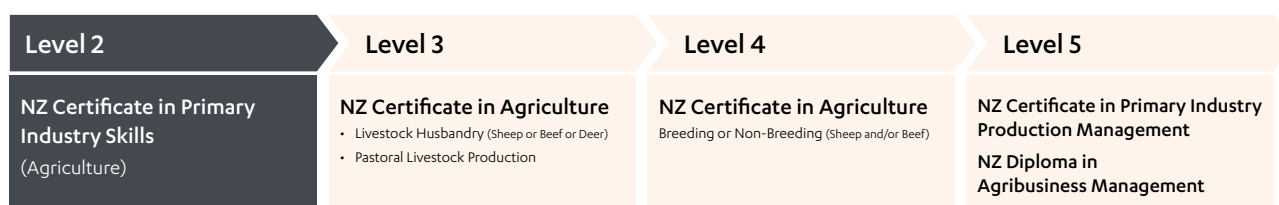
Graduates will be awarded with a New Zealand Certificate in Primary Industry Skills (Agriculture) (Level 2).

Credit summary

Total credits from:	Credits
Compulsory	10
Elective 1 (minimum 10 credits)	30
Total qualification credits	40

See Appendix A for a list of Unit Standards.

Learning pathway





New Zealand Certificate in Agriculture (Livestock Husbandry – Sheep or Beef or Deer) (Level 3)

Recommended for	People with some experience (1-2) years in the sheep, deer or beef industries. Junior and intermediate, or Shepherd General.
Programme duration	12 months
Training days	<ul style="list-style-type: none"> •Eight class days at 5/6 hours (57 hours). •Four on-farm structured field trips/ industry days (2.5 hours each) or condensed to block delivery.
Credits	70 credits
Qualification reference	2214

Description

This is a comprehensive husbandry programme where you'll learn skills involved in the complete livestock lifecycle (with strands in sheep, or beef, or deer). From understanding the reproductive process to birth, weaning, selection and through to sale – you'll be involved in every aspect of the process.

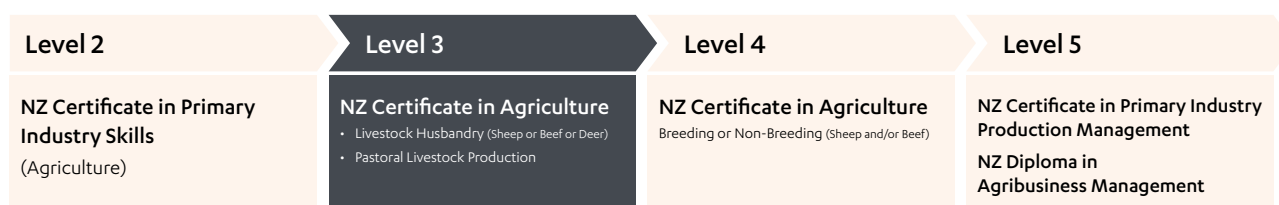
You'll also dig deeper into the anatomy and physiology, protecting and treating stock to maintain peak health.

Topics covered:

- Understand livestock reproductive processes and practices.
- Assist with key on-farm tasks associated with mating and mating management.
- Assist with key on-farm tasks associated with lambing, calving or fawning.

- Understand the principles of livestock selection and culling.
- Understand livestock anatomy, physiology and behaviour.
- Assist with recognition and treatment of relevant livestock health issues.
- Assist with implementation of prevention livestock health programmes.
- Understand biosecurity issues relating to livestock.
- Assist with rearing of lambs, calves or fawns from birth until weaning or sale.

Learning pathway



Qualification requirements

Graduates will be awarded with either:

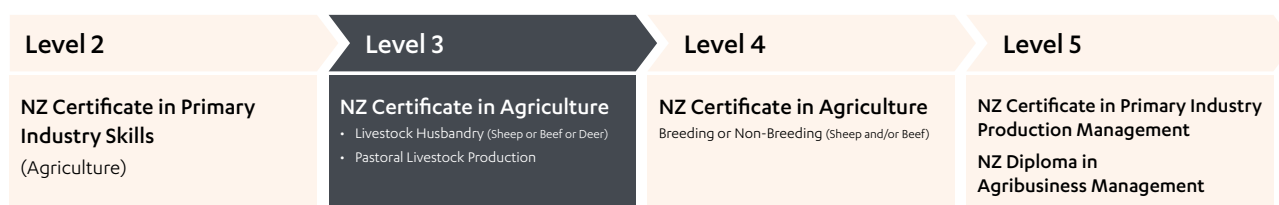
- New Zealand Certificate in Agriculture (Livestock Husbandry – Sheep) (Level 3); or
- New Zealand Certificate in Agriculture (Livestock Husbandry – Beef) (Level 3); or
- New Zealand Certificate in Agriculture (Livestock Husbandry – Deer) (Level 3)

Credit summary

Total credits from:	Credits
Compulsory	70

See Appendix B for a list of Unit Standards.

Learning pathway



New Zealand Certificate in Agriculture (Pastoral Livestock Production) (Level 3) – “Feeding”

Recommended for	People with some experience (1-2) years in the sheep, deer or beef industries. Junior and intermediate stock people, or Shepherd General.
Programme duration	7 months
Training days	7 class days which are tutor led; 4-5 pasture walks which are to be done in the learner’s own time.
Credits	40 credits
Qualification reference	2217

Description

You’ll learn everything you need to know to maximise feed supply for sheep, beef and/or deer. You’ll understand the management of soil and pasture and the impacts of climate variation. You’ll also assist with feeding and water supply to meet production targets.

Topics covered:

Feeding

- Different grazing methods.
- Balancing the supply and demand of feed.
- Silage and hay making processes.
- Feeding livestock and reporting on their condition.
- Livestock grazing management.
- Feeding livestock with supplementary feed.

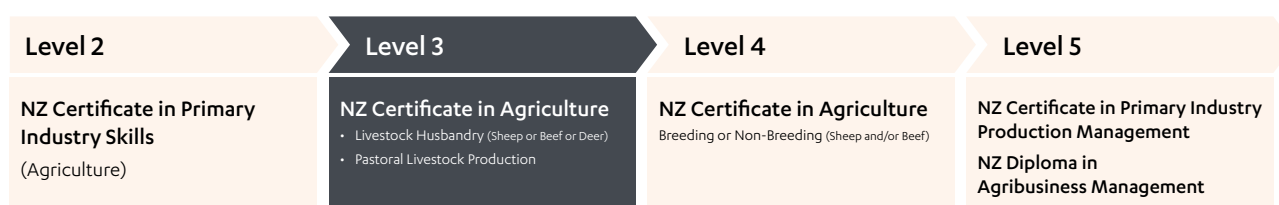
Pastures

- Pasture species and how to choose the best one for the local environment.
- Growing pasture plants and ways to get the best growth.
- The impact an agricultural system will have on the soil.
- Factors which influence the properties of soil.
- The nutrients required for plant growth and the main types of fertiliser used.
- The impact of weeds and pests, their life cycles and control.
- Reporting on pasture quantity, quality, water supply and the presence of weeds.

Weather

- Use weather information on your farm.
- Understand how to interpret weather maps in relation to on farm activities and animal welfare.

Learning pathway



Learning outcomes

Qualification graduates will be able to:

- Understand the factors that contribute to feed demand.
- Understand the management of soil to increase feed supply in a pastoral livestock system.
- Understand the management of pasture to increase feed supply in a pastoral livestock system.
- Understand how farmers manage the impact of weather and climate variations on feed supply and utilisations.
- Assist with livestock feeding to meet production targets.
- Assist with supplying water to livestock.

Qualification requirements

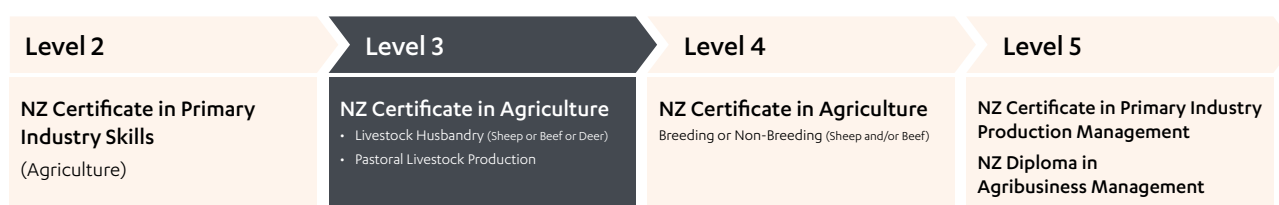
Graduates will be awarded New Zealand Certificate in Agriculture (Pastoral Livestock Production-Feeding) (Level 3).

Credit summary

Total credits from:	Credits
Compulsory	40

See *Appendix C* for a list of Unit Standards.

Learning pathway



New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3)

Recommended for	This programme is for people who have the potential to be appointed to team leadership roles or who have recently become a team leader. This programme will provide New Zealand Primary Industry business entities with people who have the skills and knowledge to contribute to effective team performance and the potential to be effective in a leadership role within a team.
Programme duration	9 months
Training days	3 days
Credits	48 credits
Qualification reference	2453

Description

Effective businesses are built on strong teams. With this course you'll learn the essential fundamentals of team leadership, from inspiring team performance to understanding leadership styles.

Module One: Managing people – team building and getting the best out of staff.

Module Two: Communication skills for superb supervision.

Module Three: The supervisor as a trainer in the workplace.

Learning outcomes

Qualification graduates will be able to:

- Apply principles for effective performance within a team.
- Develop objectives for a team.
- Describe and compare different styles of team leadership for a business entity.

Qualification requirements

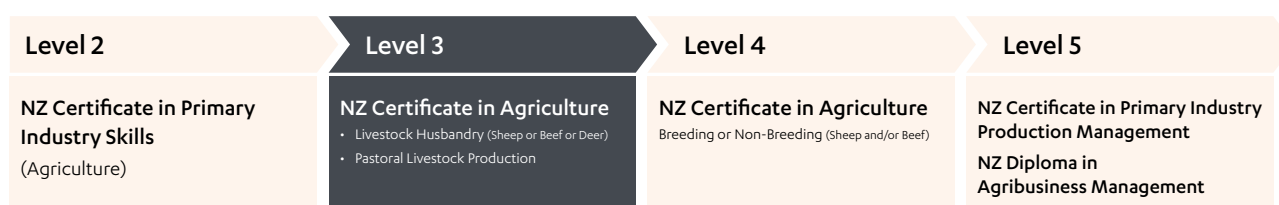
Graduates will be awarded with the New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3).

Credit summary

Total credits from:	Credits
Module one	23
Module two	15
Module three	10
Total qualification credits	48

See Appendix D for a list of Unit Standards.

Learning pathway





New Zealand Certificate in Agriculture (Breeding Livestock – Sheep and/or Beef) (Level 4)

Recommended for	It is strongly recommended that learners have a minimum of two years on farm experience prior to entering the programme which should include working with livestock and may include previous training or qualifications. Completion of New Zealand Certificate in Agriculture (Pastoral Livestock Production) (Level 3) is strongly recommended prior to entry.
Programme duration	21 Months
Training days	12 x 6-hour days, this programme is made up of 72 hours. Can be classroom (as above) or block courses depending on location and numbers.
Credits	120 credits
Qualification reference	2212

Description

You'll learn to lead and manage all aspects of livestock farming (sheep and/or beef) ensuring peak productivity of your animals, land and machinery. From benchmarking to maintenance, day-to-day management reporting, through to implementing health, breeding and feeding plans. This is a valuable, comprehensive course for developing leaders.

Learning outcomes

- Benchmarking farm physical performance data.
- Reporting skills.
- Managing the maintenance of vehicles, plant, machinery and equipment.
- Assist with managing environmental impacts of farming on water and soils.
- How farmers manage weather variation.

- Apply knowledge of maximising pasture production.
- Implement and record a livestock health plan.
- Implement a livestock breeding plan.
- Meat production (and wool production).

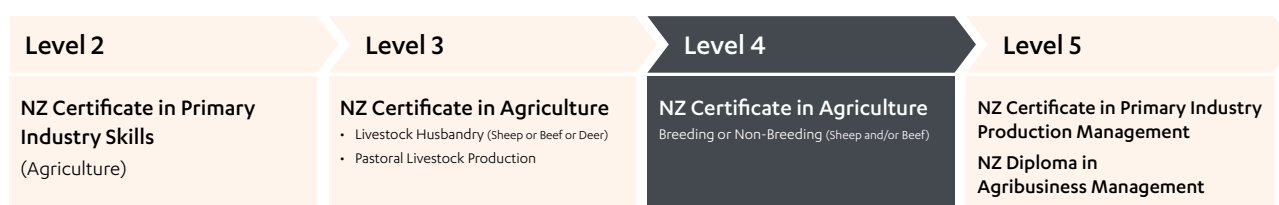
Qualification requirements

Graduates will be awarded a New Zealand Certificate in Agriculture (Breeding) (Level 4) - Sheep and/or Beef.

Credit summary

See Appendix E and Appendix F for a list of unit standards.

Learning pathway



New Zealand Certificate in Agriculture (Non-Breeding Livestock– Sheep and/or Beef) (Level 4)

Recommended for	It is strongly recommended that learners have a minimum of two years on farm experience prior to entering the programme which should include working with livestock and may include previous training or qualifications. Completion of New Zealand Certificate in Agriculture (Pastoral Livestock Production) (Level 3) is strongly recommended prior to entry.
Programme duration	18 Months
Training days	12 x 6-hour days, this programme is made up of 72 hours. Can be classroom (as above) or block courses depending on location and numbers.
Credits	100 credits
Qualification reference	2212

Description

You'll learn to lead and manage all aspects of livestock farming (sheep and/or beef) ensuring peak productivity of your animals, land and machinery. From benchmarking to maintenance, day-to-day management reporting, through to implementing health, breeding and feeding plans. This is a valuable, comprehensive course for developing leaders.

Learning outcomes

- Benchmarking farm physical performance data.
- Reporting skills.
- Managing the maintenance of vehicles, plant, machinery and equipment.
- Assist with managing environmental impacts of farming on water and soils.
- How farmers manage weather variation.

- Apply knowledge of maximising pasture production.
- Implement and record a livestock health plan.
- Implement a livestock breeding plan.
- Meat production (and wool production).

Qualification requirements

Graduates will be awarded with either a New Zealand Certificate in Agriculture (Non-Breeding) (Level 4) - Sheep and/or Beef.

Credit summary

See Appendix E and Appendix F for a list of unit standards.

Learning pathway



New Zealand Certificate in Primary Industry Production Management (Level 5)

Recommended for	It is strongly recommended that learners have a minimum of three years on farm experience, which should include working with ruminant livestock and may include previous training or qualifications. Learners must have the opportunity to manage production factors of a farm for an entire farming year.
Programme duration	12 Months
Training days	12 x 5-hour days, this programme is made up of 58.5 hours or can be deliver as a block course.
Credits	70 credits
Qualification reference	2211

Description

On completion of this programme you'll be armed with deep, detailed knowledge of all aspects of production management. You'll be able to make sound decisions to maximise production and financial returns. You'll analyse production systems against industry benchmarks, have the knowledge to recommend improvement strategies for specific production systems and develop, implement and monitor plans for feeding, breeding and animal health.

Topics covered

- Benchmarking – trainees can compare the production performance of their farm with a high-performing comparable farm and identify reasons for differences and strategies for improvement.
- Production Management – a detailed production plan is developed including

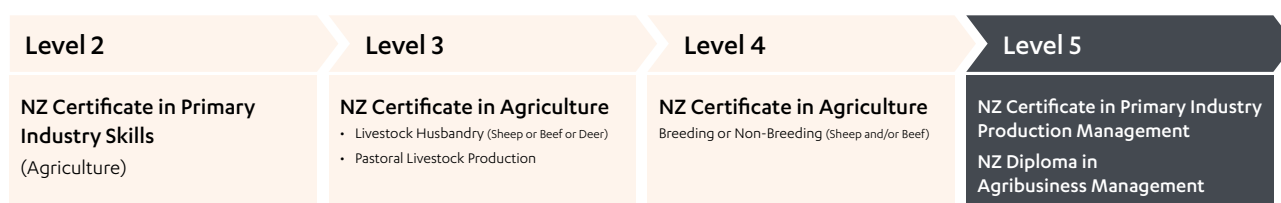
objectives, strategies and detailed action plans. Plans are regularly monitored and reviewed following implementation to identify ongoing improvements.

- Feed Budgeting – prepare and implement a feed budget including preparing contingency plans. Plans are regularly monitored and reviewed following implementation to identify ongoing improvements.

Learning outcomes

- Analyse and benchmark a specific production system against a high performing primary industry production system.
- Recommend strategies for improving a specified production system.
- Demonstrated understanding of ruminant nutrition principles for a specified production system.

Learning pathway



- Develop, implement and monitor a ruminant livestock feeding plan.
- Develop, implement and monitor a ruminant livestock breeding plan.
- Develop, implement and monitor a ruminant livestock health plan.

Qualification requirements

Graduates will be awarded the New Zealand Certificate in Primary Industry Production Management (Level 5).

Credit summary

Total credits from:	Credits
Compulsory	70

See Appendix G for a list of Unit Standards.

Learning pathway



New Zealand Diploma in Agribusiness Management (Level 5)

Recommended for	People who are in a management capacity in an agribusiness, or who have some industry or other relevant experience and are ready to advance into a management position within an agribusiness.
Programme duration	30 months if a student completes one module each semester.
Training days	Dependant on provider – generally six months per module
Credits	150 credits
Qualification reference	2221

Description

This programme is split into four modules providing all the skills you'll need to run a successful agribusiness. You'll learn to develop a complete financial plan for a specific agribusiness or section of it. You'll learn to manage tax, employment and capital requirements and understand effective ways to hire and manage staff. You'll be able to develop plans for health and safety, environmental management, as well as a full business plan and agribusiness report.

- Financial Management module
- Human Resource Management module
- Resource Management (Sustainability) module
- Business Planning and reporting module

Learning outcomes

- Develop a financial plan for a specific agribusiness or part of an agribusiness.
- Manage the taxation implications for an agribusiness.
- Manage the capital requirements of an agribusiness.
- Manage employment requirements and employment termination procedures.
- Plan for the recruitment, selection and induction of staff.
- Plan work allocation, working relationships and assess work performance.
- Develop a health and safety plan for an agribusiness.
- Understand the physical resources of an agribusiness.
- Develop a sustainable environmental management plan.
- Develop a business plan for an agribusiness.
- Analyse agribusiness information.
- Identify and evaluate opportunities to improve the business.
- Produce an agribusiness report.

Learning pathway



Qualification requirements

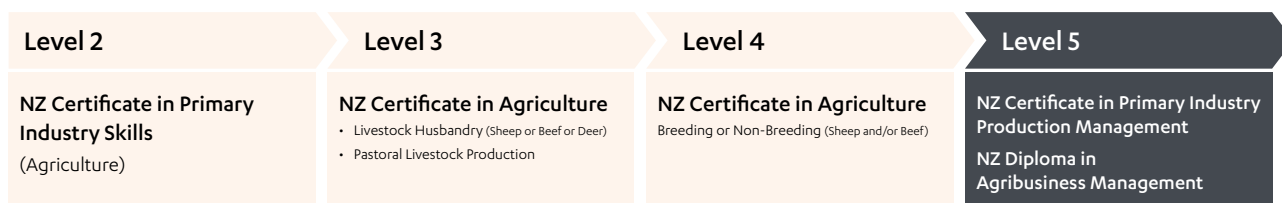
Graduates will be awarded with the New Zealand Diploma in Agribusiness Management (Level 5).

Credit summary

Total credits from:	Credits
Compulsory	150

See *Appendix H* for a list of Unit Standards.

Learning pathway





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SHORT COURSES

Our Short Courses offer bite sized pieces of learning to help you develop specific skills.

Train the Trainer

Recommended for	Supervisors, trainers
Training days	1 day
Qualification	Completion certificate

Develop the training skills of your supervisors and trainers to get the best out of your team. People are your greatest resource and supporting your employee's career will help you retain top quality employees and build a high performing team.

Train the Trainer is a one day interactive workshop that will help you gain the skills to train your employees for an efficient, effective and safe team you can rely on.

Attendees will find out how to motivate employees, ensuring they have the skills and knowledge to perform to a consistently high standard.

Topics covered:

- Understand how training works to improve business performance.
- Understand the way adults learn, and adjust your training approach to each learning style.
- Use a standard procedure to train staff that is effective.
- Understand the importance of coaching and giving feedback to improve the outcomes from training.
- Assess competence.
- Develop and use a training programme for each team member.



First Aid Training

Recommended for	Whole team
Recommended start	Anytime
Training days	1 day
Qualification	Completion Certificate

Ensure you and your team remain safe in the workplace. Primary ITO has partnered with New Zealand Red Cross to offer discounted rates for first aid training.

Comprehensive First Aid

This course covers all of the essentials and more. It is the minimum requirement for high risk workplaces, and it meets the Department of Labour First Aid for Workplaces standard.

Unit standards covered: 6400, 6401, 64202 and 25411.

First Aid Revalidation

Refresh your first aid knowledge. This one day course is a revalidation of your first aid skills, keeping your knowledge up to date and relevant. This course is for those who have previously completed Comprehensive First Aid training, and whose two year certificate is due for renewal or has expired for no more than 3 months.







APPENDICES

Appendix A – New Zealand Certificate in Primary Industry Skills (Level 2) – Agriculture [Ref: 2218]

Compulsory

The following unit standards are required

Unit no.	Unit title	Credit	Level
31656	Demonstrate knowledge of safe work practices in a primary industry operation	10	2
Compulsory Total			

Elective

Select 30 credits from the following Unit Standards and Programme rule in grey shading

Unit no.	Unit title	Credit	Level
Select 30 credits from the following – MAXIMUM of 12 credits at Level 3			
00561	Install, dismantle, and store temporary electric fences	2	2
02765	Plant trees or shrubs under close supervision	5	2
10952	Lift, prepare, pack, transport, and store bare root tree stocks under close supervision	5	2
18191	Describe safe handling and health problems of dairy cattle associated with milking	3	2
18193	Describe farm dairy design and the farm dairy effluent system	2	2
19074	Prepare for calving and calve a cow as directed	5	2
19106	Assist with handling livestock when moving and drafting, and when livestock are distressed	4	2
19110	Work a farm dog and maintain its health and welfare	10	2
19112	Check and report on livestock	4	2
19114	Assist with handling and treatment of livestock	6	2
19116	Demonstrate knowledge of livestock behaviour and welfare in a primary industry operation	3	2
19152	Assist with the preparation and handling of lambs for docking	2	2
21556	Control weeds under supervision	2	2
23786	Demonstrate knowledge of milking machine components and cleaning procedures	12	2
24548	Assist with milking	8	2
24615	Check and report on crop health and stages of development under close supervision	5	2
24629	Feed livestock with supplementary feed as directed by supervisor	2	2
24630	Assist with livestock grazing management, and feed livestock under direct supervision	4	2
24643	Assist with easy care lambing	5	2
24822	Install wooden battens for fencing	4	2
24832	Open and draw out a coil of wire, tie knots, join wire, and prepare wire for transport and storage	5	2
24833	Identify and maintain fencing tools and equipment, and identify fencing construction materials and wire types	3	2
24834	Replace a broken post and repair a broken wire in fences	5	2
24836	Describe nonelectric fences, fence support materials, and safe practices in fencing	2	2
26417	Assist with handling cattle in yards	2	2
27215	Prepare to apply and apply agrichemicals using hand held equipment	5	2
27216	Prepare to apply and apply agrichemicals using motorised equipment	4	3
29502	Plant out by hand under close supervision	5	2
29663	Care for trees and shrubs under close supervision	5	2
30211	Dag and ring crutch sheep with prepared equipment	5	2
30782	Feed bees in beehives under close supervision	6	2
30783	Open and close beehives under close supervision	5	2
30791	Demonstrate understanding of honey bee physical features, castes, bee stings and beehive health	5	2
30794	Demonstrate understanding of managing bee behaviour, and assist with beehive manipulations, under close supervision	7	2
30796	Demonstrate understanding of the process, role and significance of plant pollination by bees	3	2
30797	Demonstrate understanding of beekeeping equipment and honey extraction, and use equipment for routine operations	4	2
Chainsaw			
06916	Demonstrate knowledge of the rules relating to chainsaw use	5	2
06917	Demonstrate basic chainsaw operation * Must also select the pre-requisite US 06916	8	2
29297	Operate and maintain a chainsaw in a land-based context	8	3
Forklift			
10851	Operate a powered industrial lift truck (forklift)	7	3
10852	Operate a powered industrial lift truck (forklift) fitted with attachments	3	3

Unit no.	Unit title	Credit	Level
Tractor			
19044	Demonstrate knowledge of the legal requirements and hazards associated with tractor use	3	2
31913	Operate a basic tractor on flat terrain under close supervision * If selecting this US you must also select the pre-requisite US 19044	3	2
31914	Attach and detach a power take off driven 3-point linkage mounted implement to a basic tractor under close supervision * If selecting this US you must also select the pre-requisite US 19044	2	2
24538	Demonstrate knowledge of tractor stability and the dynamics of tractors and attached implements	4	3
24539	Maintain and use a power take off (PTO) driven implement attached to a tractor under limited supervision * If selecting this US you must also select the pre-requisite US 19044, 31913 & 31914	4	3
27604	Operate a tractor with an attached implement on rolling terrain under limited supervision	4	3
19061	Cultivate with individual tractor-drawn implements * If selecting this US you must also select the pre-requisite US 19044	4	3
Quads			
24557	Demonstrate knowledge of the safe operation of a quad bike	3	2
24554	Operate a quad bike on flat terrain in the workplace under close supervision * If selecting this US you must also select the pre-requisite US 24557	4	2
24561	Operate a quad bike with trailed equipment under limited supervision* If selecting this US you must also select the pre-requisite US 24554 & 24557	4	3
24563	Operate a quad bike with mounted equipment or load under limited supervision * If selecting this US you must also select the pre-requisite US 24554 & 24557	3	3
24559	Operate a quad bike on rolling terrain under limited supervision * If selecting this US you must also select the pre-requisite US 24554 & 24557	4	3
LUV			
24556	Demonstrate knowledge of the safe operation of a light utility vehicle (LUV)	3	2
24553	Operate a light utility vehicle (LUV) on flat terrain in the workplace under close supervision * If selecting this US you must also select the pre-requisite US 24556	4	2
24560	Operate a light utility vehicle (LUV) with trailed equipment under limited supervision * If selecting this US you must also select the pre-requisite US 24553 & 24556	3	3
24562	Operate a light utility vehicle (LUV) with mounted equipment or a load under limited supervision * If selecting this US you must also select the pre-requisite US 24553 & 24556	3	3
24558	Operate a light utility vehicle (LUV) on rolling terrain under limited supervision * If selecting this US you must also select the pre-requisite US 24553 & 24556	4	3
Motorcycle			
24555	Demonstrate knowledge of the safe operation of a motorcycle	3	2
19053	Operate a motorcycle on flat terrain in the workplace under close supervision * If selecting this US you must also select the pre-requisite US 24555	3	2
19054	Operate a motorcycle on rolling terrain under limited supervision * If selecting this US you must also select the pre-requisite US 24555 & 19053	3	3
19055	Operate a motorcycle with mounted equipment or a load under limited supervision * If selecting this US you must also select the pre-requisite US 24555 & 19053	3	3

Appendix B – Livestock Husbandry (Level 3) – Sheep or Beef or Deer [Ref: 2214]

Learning Outcome	Unit Standard	Credit
Assist with mating and parturition (30 credits)	28971 Demonstrate understanding of livestock reproductive processes and practices	6
	28972 Assist with livestock mating and mating management	10
	28973 Assist with livestock parturition	10
Assist with the prevention, diagnosis, and treatment of livestock health problems (30 credits)	28974 Demonstrate understanding of livestock selection for increased productivity	4
	28975 Demonstrate understanding of livestock anatomy, physiology, behaviour and animal welfare obligations	6
	28976 Recognise, and assist with treatment of, livestock health problems	10
	28977 Assist with implementation of livestock preventative health programmes	10
Assist with rearing of young stock (10 credits)	28978 Demonstrate understanding of biosecurity relating to livestock	4
	Either:	
	28979 Assist with rearing of young stock	10
	Or:	
	28980 Assist with rearing of young stock from birth until first mating, sale or slaughter	10

Appendix C – Pastoral Livestock Production (Level 3) [Ref: 2217]

Learning Outcome	Unit Standard	Level	Credit
1.1 Understand the factors with contribute to feed demand	28920: Demonstrate understanding of factors which contribute to pastoral livestock feed demand	3	5
1.2 Understand the management of soil to increase feed supply in a pastoral livestock system	28921: Demonstrate understanding of soil management to increase production in a primary industry workplace	3	12
1.3 Understand the management of pasture to increase feed supply in a pastoral livestock system	28922: Demonstrate understanding of pasture management in a pastoral livestock workplace	3	12
1.4 Understand how farmers manage the impact of weather and climate variations on feed supply and utilisation			
1.5 Assist with livestock feeding to meet production targets	28923: Assist with feeding pastoral livestock to meet production targets	3	8
1.6 Assist with supplying water to livestock	28924: Assist with supplying water to livestock in a pastoral livestock workplace	3	3

Appendix D – New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3) [Ref: 2453]

Unit Standard	Unit standard name	Level	Credit	Assessment	Results entered by
29041	Apply principles for effective performance within a team	3	23	Evidence Portfolio	Training Adviser
29042	Develop objectives for a team	3	15	Evidence Portfolio	Training Adviser
29043 Off job training	Describe and compare different styles of team leadership in a business entity	3	10	Evidence Portfolio	Training Adviser

Appendix E – Sheep and/or Beef Breeding (Level 4) [Ref: 2212]

Learning Outcome	Unit Standard	Credit	Level
LO 1 Benchmark own farm physical performance data against date from industry high performers	28850: Benchmark own farm's physical performance against industry high performers	10	4
LO2 Produce management reports on day to day activities for a farming production system	28851: Produce regular management reports on routine farming activities	10	4
LO 3 Take responsibility for the day to day maintenance of vehicles, plant, machinery and equipment	28852: Implement a routine maintenance schedule of vehicles, plant, machinery and equipment in a primary industry workplace	10	4
LO 4 Assist with managing environmental impacts on farm	28853: Assist with managing the environmental impacts of a primary industry production operation	15	4

Learning Outcome	Unit Standard	Credit	Level
LO 5 Implement a breeding livestock health plan	28856: Demonstrate understanding of livestock health management strategies and implement a livestock health plan	20	4
LO 6 Implement a livestock breeding plan	28857: Demonstrate understanding of livestock mating management strategies and implement a livestock mating plan	10	4
	28858: Demonstrate understand of livestock parturition management strategies and implement a farm parturition plan	10	4
LO 7 Implement a breeding livestock feeding plan	28859: Demonstrate understanding of pasture production methods and implement a pastoral livestock feeding plan	20	4
LO 8 Implement a breeding livestock production plan	29491: Implement a livestock farming production plan	10	4

Appendix F – Sheep and/or Beef Non-Breeding (Level 4) [Ref: 2212]

Learning Outcome	Unit Standard	Credit	Level
LO 1 Benchmark own farm physical performance data against data from industry high performance	28850: Benchmark own farm's physical performance against industry high performers	10	4
LO 2 Produce management reports on day to day activities for a farming production system	28851: Produce regular management reports on routine farming activities	10	4
LO 3 Take responsibility for the day to day maintenance of vehicles, plant, machinery and equipment	28852: Implement a routine maintenance schedule of vehicles, plant, machinery and equipment in a primary industry workplace	10	4
LO 4 Assist with managing environmental impacts on farm	28853: Assist with managing the environmental impacts of a primary industry production operation	15	4
LO 5 Implement a non-breeding livestock health plan	28856: Demonstrate understanding of livestock health management strategies and implement a livestock health plan	20	4
LO 6 Implement a non-breeding livestock feeding plan	28859: Demonstrate understanding of pasture production methods and implement a pastoral livestock feeding plan	20	4
LO 8 Implement a non-breeding livestock production plan	29491: Implement a livestock farming production plan	10	4

Appendix G – Production Management (Level 5) [Ref: 2211]

Learning Outcome	Unit Standard	Credit	Level
LO 1.1: Analyse and benchmark a specific production system against a high performing primary industry production system LO 1.2: Recommend strategies for improving a specified production system	28808: Identify high performance in a primary industry production system, benchmark, analyse and recommend strategies for improvement	20	5
LO 2.1: Demonstrate understanding of ruminant nutrition principles and practices for a specified production system	19118: Describe ruminant digestion, and feeding requirements to meet production targets	8	5
LO 2.2: Develop a ruminant livestock feeding plan LO 2.3: Implement and monitor a ruminant livestock feeding plan	21393: Develop, implement and monitor and adjust a feed budget to meet agribusiness production targets	14	5
LO 2.4: Develop a ruminant livestock breeding plan LO 2.5: Implement and monitor a ruminant livestock breeding plan	28809: Develop, implement, and monitor a livestock breeding plan to meet ag	14	5
LO 2.6: Develop a ruminant livestock health plan LO 2.7: Implement and monitor a ruminant livestock health plan	28810: Develop, implement, and monitor a livestock health plan to meet agribusiness performance targets	14	5

Appendix H – New Zealand Diploma in Agribusiness Management (Level 5) [Ref: 2221]

Graduate outcome
GO1: Compile and integrate whole business information about an agribusiness to critically analyse performance and identify opportunities for improvement (70 credits)
GO2: Manage the financial requirements of an agribusiness (30 credits)
GO3: Manage staffing requirements in an agribusiness (25 credits)
GO4: Manage natural and/or physical resources for agribusiness sustainability (25 credits)





GETTING STARTED

Customised solutions

We know that customised and flexible training solutions are required for some farm businesses. With this in mind, we work to understand the needs of your business and deliver solutions that align with your business goals.

Tailored individual and team training is then planned to address the skill gaps in your team. If our existing portfolio of products don't meet your requirements, we can customise training programmes to better meet your needs.

Your Primary ITO Training Adviser can support you to:

- Identify your business training needs.
- Plan and organise on-the-job training.
- Organise training agreements for your staff.
- Provide advice on the qualifications we offer and how they work.
- Fit your employees career ambitions with training plans.
- Fit your business operations with qualifications.

Turn to page 5 to make an appointment with your local "Meat & Fibre" Training Adviser.

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Current as of May 2021 Ag225 01