



17/12/2024

John Luke

fyi-request-29053-f8d16014@requests.fyi.org.nz

Tēnā koe John

OIA: 1339550 – New Zealand Qualifications Authority (NZQA) Board appointment

Thank you for your email of 4 November 2024, which was transferred to the Ministry of Education (the Ministry) on 7 November 2024, requesting the following information:

I noted, you have recently call [sic] for nomination for your New Zealand Qualifications Authority [https://urldefense.com/v3/https://gazette.govt.nz/notice/id/2024-go5598_!!Asq5-8xVch3RegloSZi3XoiwDCjm7OUyrhIpoQyhyrS76wzkBFe8W7YnjinAoIV6brqMQjKVOKsLwSvBFB9Sx0R3kZORc2Lt5bwhHoTdVIQset_iG4wg8Jf1GtStbQ\\$](https://urldefense.com/v3/https://gazette.govt.nz/notice/id/2024-go5598_!!Asq5-8xVch3RegloSZi3XoiwDCjm7OUyrhIpoQyhyrS76wzkBFe8W7YnjinAoIV6brqMQjKVOKsLwSvBFB9Sx0R3kZORc2Lt5bwhHoTdVIQset_iG4wg8Jf1GtStbQ$)

May I ask how you called for public nomination and on what platform you have call [sic] for public nominations e.g. govt.jobs website. Also, how many applications you have received from the public and how many you have received from other nominating agencies such as TPK or Ministry of women etc for your role. How many you have shortlisted and how many you have interviewed in this recruitment round. May I also seek a copy of the ad went out to public and the appointment letter sent to the appointee, feel free to redact any personal information.

Your request has been considered under the Official Information Act 1982 (the Act).

The appointments to the NZQA Board of 26 July 2024 (<https://gazette.govt.nz/notice/id/2024-go3197>) and of 29 October 2024 (<https://gazette.govt.nz/notice/id/2024-go5598>) form one appointment process that occurred in two tranches, which is a common approach to appointment processes. My response relates to both tranches together. Although six positions were in scope of the appointment process, only five were filled due to a planned reduction of board members.

Please see **Table One** and **Table Two** at **Appendix A** for the advertising method and platform for public nominations, the number of applications received from the public, number received from other nominating agencies, number shortlisted and number interviewed in this recruitment round.

A copy of the advertisement is provided at **Appendix B**. Please note that the fees cited are not correct in the advertisement but are accurate in the provided appointment letters (see below).



Please refer to the attached **Appendix C** for a copy of the NZQA Board appointment letters for the Board chair and Board members. You have advised that personal information can be redacted, so we have removed contact details and other personal information from these documents as out of scope.

Please note, we may publish this response on our website after five working days. Your name and contact details will be removed.

Thank you again for your email.

Nāku noa, nā

A handwritten signature in blue ink, appearing to read 'John Brooker', is positioned above the typed name.

John Brooker
General Manager, System, Connections and Early Learning Policy
Te Pou Kaupapahere | Policy

Appendix A

Table One: Advertising method and platform for public nominations

Board / body	In-scope roles	Start date of advertising	Advertising method and platform for public nominations	Closing date of advertising
NZQA appointments – 26 July and 29 October 2024				
New Zealand Qualifications Authority Mana Tohu Mātauranga o Aotearoa	6 positions	8 March 2024	General recruitment via the nominating agencies and Ministry of Education website ¹ , nominations requested from Ministers and stakeholders (see s431(2) of the Education and Training Act 2020)	No set date

Table Two: Number of applications received from the public and other nominating agencies, number shortlisted and number interviewed in this recruitment round

Board / body	In-scope roles	Number of Public Applications	Number of nominees from the Nominating Agencies	Number of people shortlisted	Number of people interviewed
NZQA Appointments – July and November - Totals					
New Zealand Qualifications Authority	6 positions	10	5	24 ²	6

¹ Platform: Ministry of Education website: Crown entity and other statutory board appointments page <https://www.education.govt.nz/our-work/about-us/our-purpose-and-role/crown-entity-and-other-statutory-board-appointments>

² The total number shortlisted also includes people from the Ministry's appointments database and nominations by Ministers.

Appendix B

Advertisement that went out to the public

Current board appointments

Expressions of interest for appointment to Education Sector boards in 2024

The Minister of Education, and the Minister for Tertiary Education and Skills, will be making appointments to the following boards in 2024:

- Tertiary Education Commission (TEC),
- New Zealand Qualification Authority (NZQA),
- Education New Zealand (ENZ),
- Te Aho o Te Kura Pounamu (Te Kura), and
- New Zealand National Commission for UNESCO (UNESCO).

We are seeking expressions of interest in these appointments. The appointments are expected to be for 3-year terms, with a possibility for reappointment.

We are looking for the following experience and skills across each of these boards: governance and leadership experience, knowledge about the education system, finance and risk expertise, and other relevant skills and experience that contribute to well-functioning boards.

We may request that the New Zealand Security Intelligence Service conduct national security screening of candidates as part of the appointment processes.

How to apply

Your expression of interest needs to include a cover letter and your current CV. Email those items to appointments.mailbox@education.govt.nz.

You can use the same email to request more details about these roles and if you have any general enquiries.

Submit your expression of interest by the end of June 2024.

New Zealand Qualifications Agency | Mana Tohu Mātauranga o Aotearoa

Expressions of interest for board member roles and the Chair

NZQA manages the New Zealand Qualifications and Credentials Framework, runs the assessment system for secondary schools, independently checks the quality of tertiary education providers (except universities), administers the Code of Pastoral Care, recognises overseas qualifications and manages standard setting for some unit standards and qualifications.

[New Zealand Qualifications Authority website](#)

- The Chair has an expected 30 days' commitment for meeting attendance and other board business. The fee is \$43,200 per annum.
- Board members have an expected 30 days' commitment for meeting attendance and other board business. The fee is \$21,600 per annum.