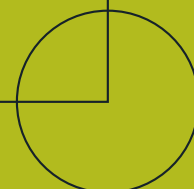


# ESITO Gateway Manual



[www.esito.org.nz](http://www.esito.org.nz)





# Contents



Purpose and outcomes.....	4
Content .....	5
Getting involved as a school.....	6
Work placement.....	7
Contact details.....	8
Health and safety responsibilities .....	9
About ESITO .....	10
Careers information .....	11

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# Purpose and outcomes

## Purpose of the ESITO Gateway Programme

The purpose of the programme is to introduce school students to the electricity supply industry. ESITO's Gateway Programme provides Year 11-13 students with an integrated general education with an electricity supply industry workplace learning and assessment environment, that meets the requirements of the Tertiary Education Commission (TEC) Gateway Programme criteria.

All the unit standards in the programme have been chosen because they reflect work practices and technical principles that relate to the electricity supply industry. As such, it is a solid foundation for students who wish to pursue a career in the industry.

## Outcomes

- 1 Education achievement—at least 10 credits acquired from unit standards on the National Qualification Framework (NQF).
- 2 Industry market orientation—unit standards are acquired within an electricity supply industry environment through placement with an employer.

## Resources

The ESITO Resource Pack includes:

- 1 Gateway Manual
- 2 Teacher Workbooks
- 3 Student Workbooks
- 4 Student Assessment Packs
- 5 Assessor Assessment Packs



# Content

The Gateway programme includes the following unit standards:

Unit No.	Unit Standard Title	Level	Credits	Domain	Notes
4249	Demonstrate care and timeliness as an employee	1	3	Work & Study Skills	School accredited to deliver but completed through on-job assessment by the school
10780	Complete a work experience placement	1	2	Work & Study Skills	School accredited to deliver but completed through on-job assessment by the school  (20hrs with ESI employer)
3503	Participate in a team or group to complete routine tasks	1	2	Interpersonal Communications	School accredited to deliver but completed through on-job assessment by the school  (Applied to ESI)
1299	Be assertive in a range of specified situations	2	4	Interpersonal Communications	School accredited to deliver but completed through on job and off job assessment by the school
5911	Explain basic magnetism and electromagnetism as applied to the electrotechnology industry	1	1	Core Electrical	School accredited to deliver but completed through on-job assessment by the school  (Applied to ESI and include visits)
6626	Demonstrate knowledge of electrical and electronic components	2	3	Core Electrical	School accredited to deliver but completed through on-job assessment by the school  (Applied to ESI)
10507	Use personal protection equipment in an electricity network environment	2	4	Electricity supply— core skills	Self paced learning work book provided and assessment by ESITO registered assessor
	Total credits acquired		19		

Note: The First Aid units 6401 provide first aid and 6402 provide resuscitation level 2 are required to be completed before commencing the work placement.

# Getting involved as a school

Ideally, schools will be accredited with NZQA to deliver and assess the unit standards in the Gateway Programme (with the exception of US 10507, the Electricity Supply-Core Skills unit). Teacher Workbooks are provided for most units which contain the resources required for delivery. Units 1299 and 10507 are delivered through self-paced learning using Student Workbooks.

All schools whether accredited or not, will be required to sign a Memorandum of Understanding (MOU) with ESITO. The MOU outlines the processes for delivery and assessment of the Gateway units. For units that the school is not accredited, ESITO will provide a Registered Assessor who will assess the units for a fee to be paid to the assessor by the school.

The school will need to complete the Order Form for the Resource Pack which will be provided in a folder for a fee.

## Selecting a student

Here are some guidelines for selecting students who would be suitable for the ESITO Gateway Programme.

Students should:

- 🌀 have a desire to learn more about the electricity supply industry
- 🌀 have a solid work ethic as evidenced through school or part time work
- 🌀 recognize the importance of safety issues in the work place and be able to complete the First Aid units US 6401 and 6402 before their work placement
- 🌀 have completed at least NCEA Level 1 Maths, English and Science
- 🌀 be work ready and motivated.

In addition students must be Year 11 – 13 and New Zealand citizens or permanent residents.

Once you have selected a student for an ESITO Gateway please contact the Schools and Community Coordinator to register the student's name.



# Work placement



## Selecting a company for the work placement

The companies involved in the electricity supply industry are some of New Zealand's largest companies and some of the largest international companies in the world.

The industry is divided into four main areas:

- generation
- transmission
- networks/distribution companies
- retailing.

ESITO's web site has a list of our member companies and their web sites: [www.esito.org.nz](http://www.esito.org.nz).

ESITO Customer Service Managers are based throughout New Zealand and are available to discuss anything to do with careers in the electricity supply industry and ESITO qualifications and training. They can be contacted (see page 8) if you need assistance with finding an electricity supply industry company for a work placement.

It is recommended that the school arranges an interview with the company for the student so both parties can determine suitability for the placement.

# Contact details

## ESITO Customer Service Managers' contact details

North Island Northern— Kim Smith, Tel: 027 2065139  
Email: kims@esito.org.nz

Arthur Wyatt, Tel: 027 2988602  
Email: arthurw@esito.org.nz

North Island Central— Murray Samson, Tel: 027 4840105,  
Email: murrays@esito.org.nz

Natalie Simmons, Tel: 027 2886848,  
Email: natalies@esito.org.nz

North Island—Southern— Ian Jennings, Tel: 0274 811015,  
Email: ianj@esito.org.nz

South Island—Northern— Mike Webster, Tel: 0274 463744,  
Email: mikew@esito.org.nz

South Island—Southern— Roger Bennett, Tel: 0275 404960,  
Email: rogerb@esito.org.nz

## Schools and Community Coordinator's contact details

The Schools and Community Coordinator liaises with schools and community groups to promote careers in the industry, coordinate the Gateway Programme, promote and manage Taster courses and coordinate ESITO scholarships.

Gabrielle Riley, PO Box 1245 Hamilton, Tel: 07 8342696, Email: careers@esito.org.nz.



# Health and safety responsibilities

Workplaces are required to provide Gateway students with an orientation and induction to cover safety aspects in the workplace, as they do for their employees.

The Gateway Health and Safety Guide gives detailed information about health and safety (see [www.tec.govt.nz](http://www.tec.govt.nz)).

## Safety clothing and equipment

All required safety clothing and equipment is the responsibility of the school. The following are the usual requirements for safety clothing in the electricity supply industry. Please contact ESITO if you require advice on the purchase of these items and also discuss with the company what their expectations are of the equipment the student should bring with them to the work placement.

- 🌀 Orange hardhat with hearing protection.
- 🌀 Protective safety glasses.
- 🌀 Flame retardant cotton overalls.
- 🌀 Steel capped safety boots.



# About ESITO

ESITO is the Electricity Supply Industry Training Organisation that:

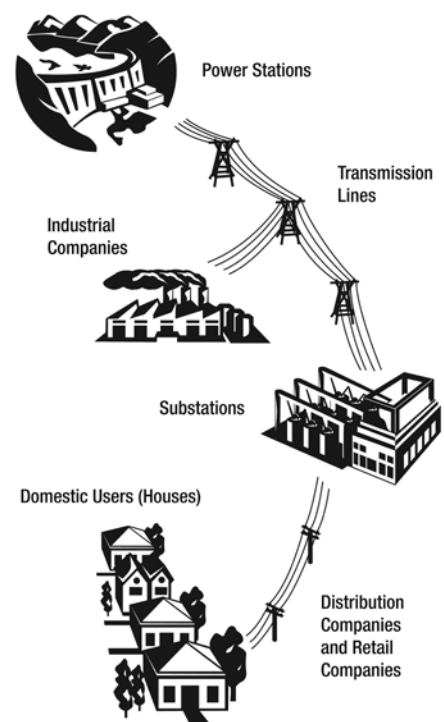
- 🌀 sets standards and registers qualifications on the National Qualifications Framework that meet the needs of the industry
- 🌀 manages training arrangements that enable employees in the industry to achieve these standards and qualifications
- 🌀 provides leadership to the industry on skill and training matters.

## About the electricity supply industry

The electricity supply industry is literally the power of the nation. It makes and distributes electricity to almost every home and business in New Zealand. It never stops. Even in the middle of the night, there are factories running, hospitals caring for people and traffic lights on our roads which all need electricity.

At certain times of the day and year, the demand for electricity peaks. Winter mornings and evenings, when people are at home with heaters going, lights on and hot water being used, are one of the times of peak demand. The electricity supply industry must produce enough electricity to meet those times of peak demand.

An overview of the electricity supply industry



# Careers information



An Information Pack is available from ESITO giving further details about the industry and the career pathways it offers (contact the Schools and Community Coordinator). ESITO Customer Service Managers (CSMs) are available to attend school careers events and speak to students. Please contact your regional CSM if you wish to arrange a visit.

Career pathways within the electricity supply industry include:

- ⚡ electrician
- ⚡ line mechanic
- ⚡ mechanical fitter
- ⚡ telecommunications technician
- ⚡ cable jointer
- ⚡ business administrator
- ⚡ contact centre operator
- ⚡ operator
- ⚡ power technician
- ⚡ professional engineer

As well as technical career pathways, the electricity supply industry has a wide range of opportunities in business support, finance, marketing, human resources, management and more.

The pathways lead to a variety of careers in this exciting, constantly changing industry.

## After the Gateway Programme

Once students have completed the ESITO Gateway Programme there are a number of options for getting into the industry.

### Taster Courses

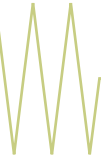
Taster courses are for people aged 16 years and over and are available throughout the year at various locations. These courses are a free one week introduction to the electricity supply industry and offer the chance to gain skills, experience and knowledge of the industry. Students learn about the fundamentals of electricity, workshop practices, health and safety, participate in industry site visits and cover relevant unit standards. This is a great way for students to learn about the industry and see whether it's the one for them.

Taster courses can also be done before a Gateway placement.

### Apprenticeships

Industry offers a number of Modern Apprenticeships for young people who want to be leaders of the future. To be a Modern Apprentice, students must be aged between 16–21 years old and be a New Zealand citizen or resident. Companies advertise these at various times throughout the year and it is advisable for students to make direct contact with any companies they are interested in, to enquire about apprenticeship opportunities.





## **Pre-Trade Course**

This full-time programme, The National Certificate in Electricity Supply Level 2, is designed specifically for the electricity supply industry. It is the initial trade qualification that leads on to Level 3 and 4 certificates. Held at different locations around the country, this excellent course prepares students for apprenticeships in the industry and includes opportunities for valuable work experience. Pre Trade courses are held in Christchurch at CPIT, In Hamilton at WINTEC and in Auckland at MIT. Pre-Employment Scholarships are available to help fund this course.

## **Pre Employment Scholarships**

These scholarships are to help pay for electricity supply industry related study and also provide a scholarship coordinator for support and mentoring throughout the year. Scholarship applications are open from 1 August-31 October for the following academic year. In 2010 ESITO allocated 14 scholarships and a minimum of two scholarships each year are especially for Maori students and two for Pacific Island students and two for female students.

For enquiries about any of these activities please contact the Schools and Community Coordinator or see the ESITO Career Centre at: [www.esito.org.nz/career\\_centre/](http://www.esito.org.nz/career_centre/)