

US 1293 v7

Observer's Notes

Welcome to Unit Standard 1293. This Unit Standard requires that the candidate not only prepares for an informal interview but participates in one as well. The nature of this activity means that you may not necessarily be present when the interview takes place.

The best way to gather the required evidence for awarding this Unit Standard is to film the informal interview. If it is not possible to film the interview, then having the observer complete the observation checklist at the back of the assessment is acceptable evidence.

The observation form must include examples of how the candidate met the evidence requirements in the interview, otherwise it cannot be used as evidence.

It is a good idea to conduct the informal interview as part of the induction process when the candidate is beginning their skills, service or physical recreation components of their Bronze Award. The candidate and interviewer can sit over a coffee in a relaxed setting and have a 'get-to-know-you' session where the interviewer asks questions about who the candidate is and why they want to do the particular service/skill/physical recreation that they have chosen.

You must give the candidate the opportunity to complete the preparation portion of the assessment before conducting the informal interview.