

US 10791

Observer's Notes

Welcome to Unit Standard 10791. This unit revolves around the candidate participating in an informal meeting.

The informal meeting may happen in any number of situations. It could happen during their service, schooling or build up to their Adventurous Journey.

Throughout the informal meeting with the candidate, you must ensure that they are contributing a lot to the meeting. They ideally will contribute between 40% -50% of the communication within the meeting.

The candidate needs to contribute the following:

- Explanation of their views of the topic of the informal meeting
- Response to your views on that same topic

The candidate must exhibit:

- Good verbal and non-verbal communication skills
- Respect and a polite manner

This is not a formal meeting, so the candidate may act, dress and speak in an informal fashion.

If you cannot film or record the informal meeting, a completed observer's checklist complete with examples of behaviors is acceptable evidence.