



# CATE

Careers and Transition  
Education Association NZ Inc.



## ANNUAL REPORT 2020

# STRATEGIC PLAN

## **VISION**

All young people in Aotearoa New Zealand benefit from quality career education and guidance.

## **PURPOSE**

Empower career educators to lead career education and guidance that equips young people to successfully transition from education to employment.

## **OBJECTIVES**

### **1. Advocate for an environment that enables quality career education:**

- provide a cohesive voice for career educators
- engage and collaborate with stakeholders including government, senior school leadership, BOTs
- communicate and reinforce the value of careers and transition education

### **2. Develop opportunities that enhance skills and capacity of career educators:**

- provide professional development regionally and nationally
- keep abreast of changes and challenge members to be catalysts for change
- encourage members to engage in career development

### **3. Ensure career education and guidance respects diversity:**

- ensure language, identity and culture are acknowledged and valued
- engage community groups in partnerships that help shape relevant career education
- respect the principles of the Treaty of Waitangi

## PRESIDENT'S REPORT

### *Tēnā koutou, tēnā koutou, tēnā koutou katoa*

It has been a privilege and a pleasure to be the president of CATE for 2018-2020 and to lead the team of Diane from Taranaki and John from Manawatu. I was looking forward to delivering my final AGM report at the wonderful Te Pae in Christchurch. After a year of the most disruption we've seen in our lifetimes, our AGM is being held in circumstances that we could not have imagined in Napier a year ago.

The lesson is that what we do is more vital than ever. In teaching and learning, educators fought through the lockdown doing the best we could by our students. We needed resilience, a positive attitude, communication skills which included new technologies such as Zoom, self-management, teamwork and most of all, a willingness to learn. Of course, these are the Employability Skills and the whole country had a lesson in their value. The pandemic has shown us that life is uncertain and that skills and competencies need to be valued alongside qualifications.

Our jobs will become more critical in the future, as the economy shifts and labour market impacts are felt. We must be able to 'best-prepare' our students for a world we can barely imagine and predict. During lockdown, the value of essential workers demonstrated that there is a place in employment for everyone. We must continue to battle for parity of esteem in employment. What is right for a person is what is best for them and best for all of us. I was thrilled for the service workers and other essential workers (including us) when the public came to better understand their value. Who needed sports stars and reality TV "celebrities" during lockdown?

Last year in Napier, the two big pieces of work for 2020 were announced. This was the Kaiārahi role and the new website. I will update you on these now.

We seconded Leigh from Nelson College in November 2019. She was appointed for a two-year secondment with rights of renewal for both parties after 12 months. The second 12 months has just been signed off and this is no surprise as Leigh has been a great asset for us. Leigh reports to CATE Exec and she exceeded our expectations despite the lockdown constraints achieving the following outcomes:

- Meeting CATE members and building relationships through regional Kaiārahi workshops. The feedback to me about these workshops has been extremely positive.
- Setting up a new Career Advisor forum and assisting people new to the role to develop their

career education programmes and navigate through the year.

- Overview of what Careers Education looks like in New Zealand understanding the ratio of Career Advisors to students and the type of career education programmes being offered in schools.
- Liaising with the Ministry and working alongside them to review Career Education Guidelines.

Leigh also played a significant role in developing the new website, seeing through the work that Tia began. The new website is an excellent shopfront for CATE and we know that engagement with the website and our Facebook page has risen significantly, as people find the content useful and engaging. The members section is a great new feature and well worth investigating if you have not yet done so. It's packed full of resources and it is great to have these all in one place for the first time.

The advocacy chestnut is back on the Exec. table. I've always been clear that we are an association not a union and we need to understand our role in advocacy. I believe that we must advocate around our purpose statements, which can be found on our website: About CATE/National Executive Committee/CATE NZ Constitution, page 1. Of course, we always advocate via our networks and relationships through a variety of channels but we do lack a coherent strategy and we have agreed to develop this. We also need all members to get behind us, or to take their own action. The pattern is that people get passionate at conference and then we go on holiday and start back in our busy jobs in February and the momentum is lost.

I wish to extend my thanks to the Executive who are really a great bunch to work with. They support me, they support you, and the wealth of knowledge amongst that group is amazing. I also acknowledge the extra effort committed by Diane and John in their roles.

I trust that you all have a relaxing holiday and hope that we return to a more settled 2021.

Ngā mihi



Warwick Foy President

## AGENDA

### ANNUAL GENERAL MEETING

Tuesday, 17 November 2020

Zoom

**Welcome:** Warwick Foy

Apologies

Approval of minutes from last AGM

Matters arising from the minutes

Annual Report

President's Report – Warwick Foy

Treasurer's Report – John Adams

Kaiārahi Report – Leigh Gray

Regional Reports

#### General Business

##### Remit No 1:

To increase the National Membership Fee, paid to the National Executive, from \$25 per member, to \$30 including GST, per member from the 2020/21 year.

Explanation & statement of case:

CATE has become GST registered and as such needs to pay GST on subs collected.

Proposed by: John Adams      Seconded: Lynn Gillespie      Region: National Executive Committee

##### Remit No 2:

That the current National Executive Officers (President, Secretary and Treasurer) have their three-year tenure extended by a further year.

Proposed: Craig Dyason      Seconded: Rachel Manirakiza      Region: Auckland CATE

Remit:

That the current National Executive Officers (President, Secretary, and Treasurer) have their 3-year tenure extended by 1 further year. This is a change of the following clause:

##### 9. *Election of the National Executive Committee*

1. All National Executive Officers of the National Executive Committee shall be elected for 3 consecutive years of office.
2. The National Executive Office bearers will be regionally based and no region shall provide office bearers for more than three consecutive years.

Explanation & statement of case:

In light of the pandemic crisis and the need for stability in our organisation as we navigate through the changes recently announced by the Government, there is a need to maintain the current National Executive who have well established contacts at a Ministry and Governmental level. By extending the term of the current National Executive Officers, we can assure a level of stability through this time of change, while also strengthening our position as a voice for Careers in future consultative meetings.

The current National Executive Officers have been approached regarding this proposal and will accept pending a successful motion to pass this remit.

Change: This change would be granted as a one-off event for the 2021 year. A return to standard procedures would occur at the 2021 AGM.

# MEETING MINUTES

## ANNUAL GENERAL MEETING 20 November 2019 Napier Conference Centre, Napier

**Welcome:** Warwick Foy

**Meeting Facilitator:** Warwick Foy

**Meeting Minutes recorded by:** Diane Foreman

**Meeting Opened:** 2.30 pm

**Present:** Please see attached list

**Apologies:** Craig Wilkie, Simon Richardson, Jo Neal, Rachel Simmons

Moved: Warwick Foy

Seconded: Pam Murray

**Approval of Minutes from last AGM**

**Moved that the Minutes of AGM held 18 November 2018 be accepted:**

Moved: Diane Foreman

Seconded: Mikaere Smith

**Matters arising from the minutes:**

- NoE funding received is being utilised to employ a Kaiārahi. Leigh Gray from Nelson College has recently taken up this appointment.
- Following the recent PPTA pay claim settlement, the Careers Allowance now sits at \$2250 p.a.

### PRESIDENT'S REPORT

Warwick Foy delivered the President's report.

**Moved that the President's report be accepted:**

Moved: Warwick Foy

Seconded: Cheryl West

- Warwick asked that any issues relating to 'resourcing' are communicated through Exec, not the Kaiārahi.

### TREASURER'S REPORT

John Adams delivered the Treasurer's report.

**Moved that the Financial Report be accepted:**

Moved: John Adams

Seconded: Jo Shaw

- John noted all profit received by CATE NZ from Conference is distributed to regions via the scholarships made available.
- He thanked Regional Treasurers for their co-operation.
- There was a question from the floor regarding financial reporting and Conference. Event Dynamics send full accounts to the host region but these take some time to come through.

### REGIONAL REPORTS

Please see the Regional Reports in the Annual Report document.

**Moved that the Regional Reports be accepted:**

Moved: Jo Shaw

Seconded: Jane Thomas

### GENERAL BUSINESS

**CATE Aotearoa Life Membership:** Pam Murray

Nominated: John Adams (Palmerston North Boys' High), Manawatu  
Seconded: Lynn Gillespie (Goal Line Careers), Wairariki

**Pam's credentials and attributes:**

- Longest-serving National Executive member
- Instrumental in re-writing and reviewing the CATE Constitution
- Font of knowledge regarding CATE procedures and policies
- Organised National Conferences, Chair of the 2015 organising committee
- CATE member since early 90's
- Long-serving and active regional branch member
- Manawatu-Wanganui Regional Life Member
- Very pro-active in providing useful PD in the Manawatu Region
- A very professional Careers Adviser

The vote was carried. Warwick presented Pam with her certificate.

**CATE Aotearoa Life Membership:** Jane Thomas

Nominated: Wendy Calder (Hamilton Girls' High), Waikato  
Seconded: Christine Dickson (Te Awamutu College), Waikato

Jane served a term as President of CATE National Executive between 2015 & 2017 and she is now the second longest serving member of National Executive.

She played an integral role in the CATE/Careers NZ initiative, which delivered professional development for new careers advisors throughout the country.

Jane represents her region effectively at Executive meetings, sharing new developments and initiatives, frequently leading discussion. Within the Waikato region, Jane continues to organise interesting and relevant speakers for our CATE meetings and she uses her well-developed networking skills for the benefit of all the Waikato CATE members. We find her professionalism, leadership skills, humour, warmth and resilience both inspirational and aspirational.

Jane has a wonderful ability to attract people to her with her friendliness and bright personality; she makes everyone, students, and peers, feel better for their interaction with her.

In a nutshell, we love Jane to bits... she is a CATE Taonga.

The vote was carried. Warwick presented Jane with her certificate.

### CAREERS ALLOWANCE

Mike Woods pointed out the Careers Allowance still does not equate to an MU. He requested CATE members continue to lobby senior management within our schools for parity of pay and esteem.

**MEETING CLOSED:** 3.00 pm

# MEETING ATTENDEES

20 November 2019

Andrea Adams  
John Adams  
Pam Ambler  
Nicole Bailey  
Margaret Beagley  
Lee Bell  
Chuni Bhikha  
Jo Bigford-Fleming  
Anita Body  
Kim Bolton-Stewart  
Megan Bruce  
Margaret Brunton  
Gaylia Bundle  
Marama Burgess  
Karen Bushe  
Rachel Butler-Peck  
Vicky Campbell  
Joy Carter  
Wendy Caseley  
Julie Chaplin  
Melanie Chaytor  
Julie Chiaroni  
Vicki Cotton  
Lesley Cox  
Eileen Crawford  
Pam Cullen  
Leanna Cummings  
Tanique Deacon  
Kerre Devonport-Ward  
Mark Dickie  
Christine Dickson  
Sharon Dignan  
Craig Dyason  
Alison Esler

Esther Harvey  
Viv Hay  
Lou Heenan  
Tara Heta  
Sheryl Hewitson  
Kim Hodson  
Denise Holmes  
Isabella Hormes  
Josie Hunter  
Tania Jahnke  
Sue Jamieson  
Maria Jefferson  
Bron Jenkins  
Kaye Johnson  
Caroline Johnson  
Catherine Johnston  
Barbara Jones  
Wendy Keir  
Jo Kelly  
Pauline Kisling  
Hilary Laurence  
Heather Lavery-Kappes  
Sue Leslie  
Carolyn Lewin  
Joanne Lomax  
Rachel Manarakiza  
Annie Mapp  
Deb Marshall  
Cathy Matthews  
Miriam McFarlane  
Jenni McLaughlan  
Heather Miller  
Debra Miller  
Pam Moore

Anna Exelby  
Wendy Eynon  
Kay Farthing  
Lisa Floyd  
Nicola Foote  
Diane Foreman  
Warwick Foy  
Lynn Gillespie  
Leigh Gray  
Denise Grimmer  
Bill Hall  
Anita Harrison  
Sarah Reade  
Kerri Rogers  
Nicola Ross  
Jenny Russell  
Jo Shaw  
Mikaere Smith  
Dianne Smith  
Becky Steel  
James Stewart  
Jillian Stone  
Pauline Sweetman  
Marty Taylor  
Jane Thomas  
Kevin Turanga  
Debra Verhoeven  
Rhonda Vink  
Kay Wallace  
Elaine Waring  
Cheryl West  
Ann Marie Wilson  
Mike Woods

Olivia Morgan  
Cindy Morgan  
Pam Murray  
Blue Newport  
Wikitoria Osborne  
Cherie Perrow  
Jane Perry  
Kym Plaisted  
Jade Powell  
Sarah Proctor-Thomson  
Steph Putt  
Barbara Read  
Nicci Richards  
Lynette Ross  
Margaret Ruland  
Alistair Sewell  
Stacey Shefferd  
Mike Smith  
Jade Sperling  
Jo-Anne Stewart  
Russell Stocks  
Anila Sudhakar  
Rosie Swinkels  
Kau Tepaki  
Amy Tregidga  
Mary van Daatselaar  
Lynda Vidulich  
Kim Walker  
Lynda Walsh-Pasco  
Hayley Welch  
Fiona Wilkin  
Kathy Wiltshire  
Michele Zackey-Meek

# KAIĀRAHI END OF YEAR REPORT 2020

## Objectives set for 2020

- To gain a “snapshot” of Careers in schools currently. Understand the professional development needs
- Increasing the CATE membership - attracting outliers and those in remote areas
- Support “first-time” Career Advisors - develop a training programme and calendar outlining key tasks/events
- Understand and develop professional development needs individually and, in each region, and nationally
- Regularly meet with Ministry and feedback “best practice,” case studies, and identify key concerns
- Look at developing a more positive image for Career Development Practitioners
- Develop a resource bank on the CATE website that contains programmes of learning, career activities, lesson plans, research, relevant articles that support CATE members

## Progress

### 1. Snapshot of Careers in schools currently.

Out of around 500 secondary (including some area schools), 176 (35.2%) responses to the survey were received. Members were asked out of the 25 student contact hours, how many of these were used in career education (one on one interviews, delivering careers programme throughout the different year levels, organising career events and activities, and other general careers work).

Career Advisors were asked what they felt was a fair allocation of time. Most Career Advisors believe a reasonable allocation of time/staffing would be 1 x Full-time Career Advisor (25 student contact hours) per 750 students.

Unfortunately, the reality is a long way from this, with results showing that only 23% of schools have a ratio of 1:750 or less. 68% have a higher ration with nearly half 49% having a ratio of 1:1500 or more.

Out of the 176 Career Advisors surveyed - 150 are registered teachers, and 26 are non-teaching staff.

Here is a summary of the Career Qualifications respondents have.

No specific career qualification	40	23%
Currently studying a career qualification	40	23%
Diploma in Career Development	50	28%
Advanced Diploma Career Development	4	2%
Bachelor Career Development	1	0.5%
Graduate Certificate Career Development	40	23%
Masters of Career Development	1	0.5%

We must continue gathering data and relevant information to understand what Career Education looks like in every school in New Zealand to begin advocating with current, up to date data and evidence to support our claims and demands.

### 2. Membership numbers

Membership numbers are very healthy, with over 900 members. We have 65 new members in 2020.

Support for first-time Career Advisors

### 3. New Career Advisor Forums

56 Career Advisors are part of the first time Career Advisor forum. This initiative was set up during COVID 19 lockdown to support those new to their positions or those who wanted support. Thursday afternoon and Friday

forums have been available as general question sessions and have been structured to what is topical at the time in the term. Recordings and/or PowerPoint Slides are available to members of the forum. The next step is to set up a Question and Answer Forum Google Group.

#### 4. Professional development needs

##### *Kaiārahi workshops Term 2 and 3*

During terms 2 and 3, I have presented workshops throughout New Zealand. The initial focus was on new Career Advisors, but due to Covid and the website's revamp, the workshops were modified to support all members in navigating the new CATE website and reflecting on their year level career education programmes. It has been fantastic to get to the different regions to meet and present to members. Feedback has been positive, and people have appreciated having "hand-on" resources that they can use and implement into their year level careers programme. Unfortunately, I was not able to get to Auckland but delivered a very condensed workshop online.

21st July	South Canterbury/North Otago
23rd July	Canterbury
4th August	Otago
6th August	Queenstown
7th August	Invercargill
11th August	Hamilton
12th August	Waiariki
14th August	Tauranga
25th August	Auckland (Webinar)
27th August	Greymouth
4th September	Gisborne
10th September	Wellington
25th September	Whangarei

#### 5. Ministry/TEC Update

##### *Ministry of Education*

The Ministry is working on the Career Education Guidelines (2009). The first draft of the senior leadership document is expected to be available in term 4 for consultation.

Work has also been done on further linking the career management competencies to the curriculum key competencies.

School Leavers Toolkit – feedback has been collated and reported to the Ministry.

Margaret McNie left the Ministry of Education on Wednesday, 30th September. It will be a loss as Margaret has been a strong advocate for Careers within the Ministry. Sue Edwards has joined the ESLA as a Senior Advisor. Her career experience is inside and outside of schools (Glenfield College and Wellington Girls East). She has a Postgraduate Certificate in Career Coaching and management from the University of London.

##### *TEC*

The **Inspiring the Future** programme connects school students with volunteers from the world of work in an event at school. The goal is to broaden students' horizons about future work possibilities, and they use the catchphrase, "you can't be what you can't see." It has been designed to challenge biases and stereotypes and to raise awareness of the different industries within New Zealand.

Cherie Perrow, the CDANZ Education Leader, and I are part of the Inspiring Futures discussion group.

TEC is transitioning the Careers NZ website to a new platform and is building functionality as the website will "unsupported" in 12 months.

They are looking at adding an additional 80 jobs to job profiles and incorporating more from emerging industries. Social Media Influencer and Game Designer are the only two that meet this category. The current jobs on the website are more traditional roles. Industries such as the "space industry" are rapidly growing and need to be included.

**Careers NZ website** will continue to be updated and exist as we know it until the new platform is complete. This will be launched at the beginning of 2021, and the first section of this website will target displaced workers. The school component of this website will be launched in mid-2021.

## **6. Career Advisor Image**

A strategy is being developed by the CATE Executive to advocate government and understand the statements in the recent Labour Education Policy and challenge statements made in the 2017 campaign around "modernising career advice" and ensuring there is "practical and consistent career advice for all school students" (2020).

## **7. CATE Website and member resource section**

The Covid 19 lockdown allowed me to focus my time, uninterrupted on the CATE NZ website's revamp, and develop a member section that housed resources for Career Educators and Gateway Co-ordinators. Stage One was released on the 20th April, and Stage 2 Member Resource section 2nd June. 420 members have registered to gain access to the members' area.

The workshops have been instrumental in the success of the member section. These workshops enabled me to demonstrate and showcase the website's resources and gain ideas of how I can develop this further.

The hope is that members will contribute, and we develop a range of resources where members can "pick and mix" activities to build their careers programme that fits the needs of their students.

The challenge will be to keep the website updated and to communicate new resources as they come available.

## **Communications**

### ***Newsletters***

My goal for the newsletter is to inform and provide resources and points of interest. Regular features will be International reports/studies/webinars, Gateway resources, case studies, Workshop/Seminar Updates, and inform members of the latest updates to the CATE website resource section.

Both the President Pānui and Kaiārahi newsletters are available on the CATE NZ website.

### **Webinars**

#### ***Professor Jenny Bimrose/Dr. Sally-Anne Barnes***

CATE NZ partnered with CDANZ to invite members to join Professor Jenny Bimrose and Dr. Sally-Anne Barnes in their webinar. This webinar discussed their report on "The role of parents and carers in providing career guidance and how they can be better supported". This webinar acknowledged parents' strong influence on the decision-making of young people and explored systems and supports career practitioners can offer to help parents.

#### ***Dr Lynette Reid***

Thank you to ACATE for making available the PD webinar featuring Dr Lynette Reid. Lynette is a senior lecturer at the AUT School of Education; she is passionate about career development and has written several research papers. Lynette offered a framework for career conversations and discussed potential questions to pose that support the personal constructs and narratives involved in career development.

## **Other CATE Initiatives**

### ***Virtual Careers Expo***

Due to Covid 19, many career expos and roadshows were cancelled and in the larger areas postponed. In the regions, these cancellations resulted in a significant gap in information for students intending to move on to higher study in 2021. To address this vacuum, Media Design School, in conjunction with Torrens University Australia, designed a Virtual Careers Expo - 18 and 19 June 2020.

The virtual expo enabled students to explore future learning pathways and engage with tertiary education providers from all New Zealand regions. Over 40 tertiary education providers participated in this event, including all eight New Zealand universities, plus a wide range of polytechnics, Wananga, and private tertiary providers. Attendees entered a virtual 'exhibition hall' and could browse through the participating providers, visiting their virtual stands, and engaging in live chats with representatives from each institution.

The initiative set up by Media Design School was provided at no cost to the exhibiting education providers or prospective students. CATE manned the parent.

Unfortunately, many students had difficulty logging into the event and were frustrated. However, those in the remote areas found it very useful to explore their options and gather information about different providers.

### ***Virtual Youth "Design your Career" Summit***

Ingenarium.org is staging a broad-based virtual summit for young adults, their parents, and career advisors on 'designing your job,' career and education choices from the 9th – 13th of November.

The virtual summit is all about helping young people prepare for life and work in the digital economy to feel confident about facing whatever the future holds and design careers for themselves that are both meaningful and financially rewarding.

To do this, they have brought together more than 30+ speakers from across education, business, start-ups, and technology who are passionate about helping young people get ready for the digital and post-Covid world.

They aim to raise awareness of the profound changes to traditional pathways in education and careers. Future success and satisfaction will require combining a strong sense of purpose with lifelong learning and creative and entrepreneurial mindsets and skills.

### ***Dream Catchers (Hilary Timmins) – Video Series***

CATE has partnered with Dream Catchers, an initiative of Hilary Timmins. Dream Catchers is an educational resource and career motivational tool. By highlighting the 'journey' of the individual and exploring a range of occupations within a theme, the Dream Catchers stories can be used by Career Advisors, classroom teachers, homeroom/whanau teachers to encourage students to think big and follow their dreams.

### **CATE Conference**

The CATE 2020 conference was postponed due to Covid 19. The new dates for the conference at the Christchurch Convention Centre, Te Pae from Wednesday 24th November to Friday 26th November 2021. In place of the conference, several regions are hosting mini-conferences or workshops in November/December.

### **Final Note**

It has been a privilege to be the Kaiārahi of CATE NZ for 2020. Thank you for all the support I received from the regional CATE members, the National Executive Representative team, and Warwick. I look forward to developing this role further and exploring opportunities for 2021.

## REGIONAL REPORTS

### **NORTHLAND**

What a year!

Our Term 1 NorthCATE meeting and AGM never eventuated so our AGM occurred in May, via Zoom. Here we acknowledged the career of Blue Newport, our retiring Chairperson, with a Life Membership to NorthCATE. 44 years of service to Okaihau College, in the Careers field. We will miss Blue's depth of knowledge, willingness to share the knowledge and his love of Careers. What a year to retire.

We were fortunate to be able to run the Whangarei Roadshow from Tuesday 28th to Thursday 30th of July. A big thanks to Mel Jenkins (taking over for the injured Ceri) and Julie Hamilton for all their organisation.

E2E (Education 2 Employment) ran Speed Meets around the North during Term 3. They assist in forming relationships between students and industry. Their website is very interactive <https://www.e2ewhangarei.com/northland-economy>

We were very fortunate to have Leigh Gray (our engaging Kaiārahi) present to us on the last day of Term 3. The knowledge, passion and humour she shared with us was a great way to finish a hectic term.

Great to see more online assistance for students wanting to attend university/other providers – more webinars and zoom sessions. Unsure about the numbers taking these opportunities though as the face-to-face I believe are more effective. The upside was that students could explore more possibilities with less financial cost by attending online Open Days instead of on-campus events.

Providers such as Whakapiki Ake, the BA Engagement team, Rural Doctors and a few Liaison Advisors from some tertiary institutes toured and presented to students. This was definitely less than in the past.

Lots of apprenticeships have been on offer in the North – exciting times ahead hopefully. Maybe this is the upside of people not being able to spend money on international travel, so they spend it on their home, etc and generate more work. Hence opportunities for our students.

The take-home message for our students after this year is to remind them how resilient they are, how much more advanced they are than us with technology and to have a plan B. Year 14 is an option if they need it.

**Eileen Crawford**

### **AUCKLAND**

There are many words we can associate with 2020, Unprecedented, Lockdown, Bubble, Pivot, Covid. Every level of society, every person today has been touched by the effect of this pandemic, yet as a community we have banded together in support of each other, and it is together that we move forward towards the future. Moving forward not as an individual, or even as a region, but as a united national body determined to raise the profile of our profession to those who have the power to make change. We are here to make ourselves heard to those changemakers.

During lockdown one, it was pleasing to be asked to put forward a proposal regarding University Entrance and suggestions surrounding the impact on students during Covid. Interestingly the wording released about the change to University Entrance was our proposal (we cannot take credit for the Learning Recognition credits though). While many members and students found lockdown one to be semi-manageable, sadly in Auckland, lockdown two affected many more, and not just students. While it was shorter, members discussed the lack of confidence and motivation their students experienced during this second event and the struggles they themselves faced in delivering a quality careers programme.

This also had a flow on effect into other areas such as the cancellation of Open Days, visits from tertiaries, expos (including the new Vocational funded events from the Ministry) and most notably individual Gateway programmes. One of the greatest hit was the Red Shirts Gateway programme, and while the administering body did try a work around, the demise of this programme (with The Warehouse) will be felt by many schools and students. Many members are deeply concerned for the future of Gateway with many employers being unable or unwilling to place students, something that may take years to recover.

While many of our events were cancelled or postponed throughout the year, we have still been able to have a full Professional Learning calendar. Our strengthening partnership with CDANZ (and the appointment of Cherie Perrow to the National CDANZ Executive) also opened opportunities for members across New Zealand to attend different sessions as well. Members have been fortunate to attend online sessions from a number of guest speakers on a variety of topics; working with students in a Covid space, increases in productivity during lockdown, working with parents as career educators, updates regarding RoVE, and coming in November, a two day event looking at 'Moving Forward'. We were also able to hold two virtual meets with members to discuss good practice through the pandemic and sharing ideas with one another. One of the unexpected consequences of meeting virtually was the number of attendees actually grew through these meetings, with many saying they wouldn't be able to leave school to attend due to release time. This has prompted our regional executive to run one virtual professional learning session next year.

Unfortunately, we were unable to have our Kaiārahi workshop in person; however, as a region we want to publicly acknowledge the absolutely amazing work Leigh has brought to her role and in really moving the support for members across the country. We fully support the continuation of this position and the role it has within CATE. We also believe as a region, in the importance of stable governance, hence our remit put forward for the one-year extension of term for our current National Executive Officers. We have the utmost faith in the leadership and moving forward through this difficult time.

Finally, I wish to thank my own regional executive team, Rachel, Amy, Blair, Ceri, Cherie, Frances, Kubi, Frances, Michele, Jenni, Lauren, Beth, Sandra and Robyn. Your continued support and a willingness to put things in place for our members is nothing short of amazing. I appreciate you all, and look forward to continuing our work together.

**Craig Dyason**

## **WAIKATO**

2020 started off with a number of new members for the Waikato region, and a great meeting planned to be held at Safety n Action where we were going to get updates from Safety n Action, Smart Waikato, Ministry of Education, OnTrack NZ, University of Waikato and Mauri Ora - and then something called Covid 19 came to call, and lockdown hit!!

A number of Waikato and South Waikato members joined the MoE Transitions Advisers for a fortnightly focus group held on Zoom during lockdown, which was really beneficial for networking to see how each school was facing our "new normal"! Schools in the Waikato used a number of resources and technological means to continue to help support their students in the best way possible, given that not all students had easy access to the Internet or learning devices.

In Term 2, all careers face-to-face events over the region were cancelled and Zoom became our best friend for presentations from providers and ITOs - thank-you to whoever invented this great piece of technology!

Our region finally got together and held an excellent meeting and PD session at Safety n Action early in Term 3 - we had a number of presenters giving us updates on their institutions and programmes including Waikato University, BCITO, Oho Mauri, Safety n Action and Smart Waikato. It was great to finally see our regional members face to face and network with each other.

In August, Leigh held a very successful workshop with about 20 people attending. Some of the feedback that I received from attendees was that it was the best PD that they had ever had, so full credit must go to Leigh for running these workshops.

With conference cancelled this year, a number of Waikato members will be attending the Auckland regional PD conference in November, plus we are hoping to have a day organised by the University of Waikato (still to be organised at time of writing!).

**Jane Thomas**

### **WAIARIKI**

Before writing this report I read back over last year's one. I'm not sure whether I should be surprised that I could virtually repeat much of that report this year. It feels like "business as usual" is on hiatus while the world around us waits for life to return to normal.

So far this year, many of the changes begun or announced last year have not progressed to a level where they are making much of an impact on our members. We still await the changes to come as a result of the NCEA & ROVE reviews, the establishment of the NZ Institute of Skills & Technology, the Careers Education Strategy, TEC's review of Careers NZ etc. If we remain at Level 1, I foresee 2021 as being a very busy, catch-up year.

I am very proud of our members who have coped so well with the frustrations of lockdown, especially given the high value we place on face-to-face contact with our learners. It has not been easy for them or their learners.

As a region, we have only met physically twice – in February for our social meeting hosted by our Taupo members and in August for our workshop with Leigh (on the day we went back into lockdown!).

Although we also held zui, we missed the usual camaraderie and networking. Most of our members had principals who severely curtailed time out of school on the return from lockdown. We were very grateful to still enjoy a half day workshop with Leigh and all our members found it a very worthwhile experience. Thank you Leigh for all the work you are doing for CATE.

Three of our members help organize the Rotorua Careers Expo in May each year, with our Eastern Bay of Plenty CATE members running a one-day Expo in Whakatane following the Rotorua one. Sadly, this had to be cancelled because of Covid. Congratulations to Tauranga who still held their August Expo, trialling a new format. We have been heartened by the response from many of our local students (especially the Yr13s) who have missed being able to visit the Expo and speak face to face with the tertiary providers, trainers and employers. They are looking forward to next year. Feedback from those who logged in to the Nationwide Virtual Careers Expo was that they missed the personal contact of a physical Expo. However, it was a worthwhile attempt to ensure NZ's learners had some exposure to what was available. All in all, I feel the reactions to cancellation this year provide a strong indication that Careers Expos are still relevant.

Some of our members are concerned by the relaxing of university entrance requirements for 2021. They fear that students who just "scrape in" because they didn't get enough credits during lockdown may well find the going too tough at university. If they couldn't cope during lockdown, how are they likely to cope when they don't have their usual support systems around them?

A year to remember...we hope for better in 2021.

**Lynn Gillespie**

### **EAST CATE**

How do you summarise the strangest year most of us have experienced and are ever likely to experience in Career Education. The Tairāwhiti regional careers expo was cancelled, we saw very few recruitment personnel from the tertiary sector in our schools because of Covid and staff have worked really hard at trying to keep their Star and Gateway programmes functioning as normal to support our students in a most abnormal world.

Members did attend the School Leavers Tool kit workshop during the year and many felt let down by the quality of this workshop. East Cate members also attended a workshop presented by Leigh Gray, the Cate Kaiārahi. This was an excellent workshop. While many of us have been in this role for many years now, the material Leigh covered was useful and relevant. All agreed that Leigh is doing a great job in her role as the Kaiārahi.

**Craig Wilkie**

## **BOPCATE**

The Year that was 2020 BOPCATE

Major milestones this year included our CANVAS Career Expo, the development of our Police Pathways Course and the PD offered by our CATE Kaiārahi.

Like all regions throughout the motu we gained strength in our relationships as we navigated the Covid19 space. Members worked together to ensure the rangatahi in the BOP were well served by schools and educational providers. Priority1 and our regional MOE representatives were very supportive and we would like to thank them for walking alongside our schools and Whānau.

Also thanks to the Teams at Toi Ohomai, Waikato University, EmployNZ, PCTI and Lifecare Consultants who were very active in providing both pastoral and academic support throughout the year.

Gateway experiences naturally took a backward step and we were very aware that we needed to be responsive in this space, ensuring in the first instance that we were not applying pressure on our established community supporters for workplace opportunities.

At this time of the year, we are winding down to wind up for the Christmas season and celebrations of final meetings and discussions.

Our most pressing celebration in our region is to honour Jo Neal for her services to careers and education.....her contributions spanning some 50 years. Jo has been an outstanding leader and supporter of BOPCATE as she has navigated several major career moves through school and tertiary environments. Jo is retiring so that she can spend more time with her family and we would like to thank her for her service to our CATE community and wish her well for her future.

Mauri Ora

**Mikaere Smith**

## **HAWKES BAY**

Chairperson: Helen Tasker

Secretary: Marion Loughran

Treasurer: Bronwyn Butler

Exec Member: Marion Loughran

2020 started on a high for Hawke's Bay CATE as we celebrated the fact that CATE Conference 2019 had happened, and it was successful. Thank you to those of you who attended and thank you for all the wonderful comments we received.

The first term of 2020 flew past and then there was COVID. This disrupted some of our plans for meetings, which meant that our first HB CATE meeting of 2020 was our AGM by Zoom on 5th June. The officers were all re-elected, except for the Exec member. I put my hand up, was nominated and Wiki Osborne graciously stepped down to allow me to experience CATE Executive; I would like to thank Wiki for her time on the Exec committee and for giving us the conference! I am looking forward to learning more and being a part of this professional, national body.

Our Term 2 meeting was the Kaiārahi Workshop with Leigh Gray. This was extremely successful with over 30 members attending. All participants were enthused by Leigh's presentation. There was a lot of information and discussion ending with a run through of the new CATE website, which is very useable and has good resources. HB CATE organised a presentation by Jan Eyre from NZCER around 'Subject Choice for the future of work' and 'Transformational Timetabling Practices'. This was opened up to our school timetablers and again, was well attended, with the presentation giving us all food for thought. Most of our schools also took part in the Virtual Careers Expo as our regional expo was during COVID and therefore cancelled.

HB CATE were fortunate to receive a profit from CATE conference 2019 and we want to use this in the best way to benefit our schools and students. HB CATE already offer a Scholarship each year for a Year

13 student moving into Tertiary education and we have decided to build on this by using the bulk of the amount we have received. We have approached HB Foundation (a Foundation who manages funds and then distributes according to our wishes) and are in the process of gathering information about the best way forward. Our plan is to ensure that we make the most of our conference profit and ensure that it provides a scholarship for years to come, hopefully by continuing to add to it.

Term 4 will include the TEC information and we are looking forward to our final HB CATE catch up meeting in December.

Ngā mihi nui

**Marion Loughran**

### **TARANAKI**

In a year of upheaval and disruption, our normally buoyant region stayed under the radar in 2020. We managed a Zoom meeting in lockdown (with wine of course) and our Winter and Spring meetings took place at a show-home and WITT respectively. The WITT meeting especially was a highlight underlining the good relationship between the STP team and schools. We also had a presentation from our EDA, Venture Taranaki which was enlightening in these troubling times.

Our executive team has changed this year. Our long-serving chairman Wayne Benton has stepped away and been replaced by Scott Manson from Spotswood College. Wayne has been a great servant for CATE, always positive and always thinking up new ideas. We thank Sharon Jones who has stepped down from the treasurer role and welcome Lisa Floyd from Spotswood College. Kylie Ashcroft remains as our hardworking secretary although she has re-located from Hawera High School to New Plymouth Boys' High School.

After doing some preparation work for our mini-conference in November, the return to Level 2 dashed our confidence and we have scrapped the idea due the risk and uncertainty that is the new normal.

We'll replace that with our Christmas party which is always a highlight. It's important to celebrate our members who work so hard with their students through the year.

Seasons greetings

**Warwick Foy**

### **MANAWATU, WANGANUI, HOROWHENUA**

Chairman John Adams

Secretary/Treasurer Esther Loader

CATE Executive representative Pamela Murray

Our membership has increased to 47 members which is the highest it has been for many years. We are gaining new members from Whanganui schools which is very encouraging. We have also welcomed a number of people new to their Careers role. Our membership includes a considerable number of people from outside the school system which means we are needing to broaden the scope of our professional development sessions.

Like everyone else, our face to face meetings have been limited this year. Our zoom AGM was finally held in June. A very successful day with our Kaiārahi Leigh Gray finally took place in July. The breadth of information Leigh provided and discussion this stimulated made is a very worthwhile day for both new and experienced attendees. In September, we held a half day information session at Manfield in Feilding where we were able to view (from a distance) the new National Driver training centre. This is due to be completed in November and will provide driver training for all classes of vehicle including forklift operation in a simulated warehouse set up. This has been partially funded by the regional growth fund and will be involved in upskilling a workforce for the major roading project replacing the East/West Manawatu Gorge link.

Our final meeting for the year will be in late November and our program group is already planning for what we hope will be a more active 2021.

**Pamela Murray**

## **WELLINGTON/WAIRARAPA**

It was a game of two halves. There was last year, which was pretty normal at the end, with Conference in Napier and then a couple of excellent Big Day Out events, one hosted by the Wairarapa members and another by Growing New Zealand.

Some members managed to get up to the Auckland University Careers Advisor Conference in February this year, where there were already disquieting conversations about Covid and International students. The Hutt Valley schools had formed a relationship with the Hutt City Council and the Chamber of Commerce to host an 'Alternatives to University' Expo in June, other initiatives in the region were being set up..., and then, the wheels fell off the bus!

While there were informal conversations and small gatherings as and when it became possible, through Term 2 and 3, effectively CATE went into hibernation. During that time, things emerged such as the Education to Employment Brokers and we have heard word of other government contracts targeting youth and employment but it has all been bush telegraph stuff. There does not seem to be a formal notification/communication to the regions about all the initiatives, and even less consultation. Matt Renata, from the Ministry has made a good effort to share information with us.

Meanwhile we all just did the best we could with our careers programmes and tried to educate ourselves about the changing world of work.

Since Level 1 has resumed, we had a very successful and well-attended workshop run by Leigh Gray and a very informative, well-organized Gateway Hui run by Wellington's best-kept secret team.

We ran a virtual election to revive ourselves in September and we now have a very energetic Executive planning an end of the year TEC workshop and a dinner to be hosted by Victoria University. A major PD day is planned for Term 1 2021 for our membership which currently numbers 76 members.

**Jeanne Lomax**

## **NELSON**

On the 12th February, the first Kaiārahi Workshop was held at the NMIT in Nelson.

Nelson has new Career Advisors/Educators in most of the schools, so interest was high. The following changes have taken place in the different Nelson schools: -

Nelson College	Vikki Heays replaces Leigh Gray while on secondment.
Nayland College	Alana Walls and Alice Scott are job sharing and will replace Margaret McCorkindale.
Waimea College	Lyn Guillard is leaving – role yet to be appointed.
Garin College	Brenda Helliwell replaced Kirstin Thorp.
Motueka High School	Amy Dalton and Kathryn Beatson are now supporting Dan Crossley.
NMIT	Kirsten Norton is now the key liaison for schools at NMIT.

The focus of the workshop was: -

- The role of CATE NZ and the Kaiārahi
- What is our role within the school? What are the expectations of Career Education and Development in NZ secondary schools?
- What are we trying to achieve? – Student Management Competencies
- How do we go about it? – Developing a year level career education plan.

Feedback was positive, and participants valued the opportunity to go through some of the activities and had the opportunity to talk to experienced advisors like Lyn Guillard. Kirsten Thorp, who has been in her role for two years, also spoke about her challenges when first starting out.

Otago University ran the School Leavers Toolkit workshop on Tuesday, the 25th of February. Careers staff who attended with senior leaders gained the most as they were able to work together to identify where they could integrate a programme into their timetable. The second workshop was held on the 8th of September.

An Education to Employment Hui was held on Wednesday, the 26th of February. This was TEC run and designed to get key secondary educators, tertiary providers, and industry together. The TEC outlined the Careers System Strategy focusing primarily on the Career NZ website's focus from 7-70 and the Inspiring Futures programme that is being launched in primary schools. In the hui, participants had the opportunity to look at "big picture" planning for the Nelson region and brainstorm ideas of better connecting schools, students, and their families with the key industries such as Food, Farming, Fishing, Forestry, and Tourism.

The Nelson secondary schools have pooled \$16,000 from the Ministry of Education Contestable fund that focuses on vocational education. The schools plan to organise a Future Work event focused on the key industries' Food, Farming, Fishing, Forestry, and Fun (Tourism). This event will take place at the end of April 2021.

Our Top of the South Trades Academy numbers have continued to grow. New courses such as Predator Control and Conservation, Environmental Science, and Service industries Internships have been popular. The TOP of the South Trades Academy and Whenua-iti continue to offer relevant regional courses that help our students' pathway into further study.

In September, a workshop was held in collaboration with CATE Nelson, Regional Ministry of Education Representative, and the new Education to Employment Broker – Nelly Strickland. The session was designed to introduce Nelly to Career Advisors and Gateway Co-ordinators in the region and to workshop ideas on how the newly created MSD position can support schools. The objective was for the Education to Employment broker to have a clear idea of what is happening in this space and work with the Career Advisors and Gateway Co-ordinators to identify events and initiatives to expose students to different industries and opportunities within the region. A list of priority projects was identified, and proposals will be developed by the Education to Employment broker.

An end of year mini-conference has been organised and includes Marlborough and the West Coast. The two-day workshop includes: -

Day one takes a look within the Top of South at employment opportunities post COVID 19, understanding where work and training opportunities are - representatives from the Education to Employment Broker, MOE representative, MSD, ITO's and the NMIT will discuss the current reality and the impacts on courses and employment. The afternoon session will focus on Career Coaching/Counselling with a panel of experienced Career Advisors speaking on how they tackle challenging situations.

Day Two: - workshops from TEC on the Career Planning Solution tool that will replace Careers NZ and Inspiring Futures in the secondary schools

Appointment of Life Members to Nelson Region

I wish to acknowledge the enormous contribution of Margaret McCorkindale from Nayland College and Lyn Guillard from Waimea College. Both ladies have worked in career education for many years and have developed best practice year level programmes. They have been extremely generous with their time, resources, and expertise and have supported many new Career Advisors over the years, including myself.

**Leigh Gray**

## **MARLBOROUGH**

This year we have continued to meet once a term, after school hours at Marlborough Girls' College. Our meetings have included professional development and an opportunity to catch up with colleagues from a variety of sectors.

The Marlborough CATE group had the AGM in March and the following people were elected:

Chairperson: Cheryl West, Secretary: Gail Fletcher, Treasurer: Michael Naus

The Marlborough CATE group is diverse and this year we have had greater involvement from the Principal Adviser Secondary Tertiary from the MOE, the Marlborough Community College and the Primary Industries Curriculum Manager at NMIT. We have also welcomed into our group our Vocational Coordinator for Marlborough. This is being managed in Blenheim under the umbrella of our Marlborough Chamber of Commerce.

Due to Covid lockdown level restrictions some of our normal Career events and activities have not been able to happen this year. Instead, Careers Advisers and Gateway staff have found creative ways to make individual career opportunities possible for their students.

The Career Navigator programme has been highly successful again this year. This is due to the quality of the staff employed by the Graeme Dingle Foundation and the commitment of the students and their excellent industry mentors. A group of students from all of our Colleges graduated in September after completing all the requirements of the course and making significant links with business mentors and employers.

Our Top of the South Trades Academy numbers have continued to grow with several students going on to full time courses at NMIT in 2021.

Tertiary provider visits continued where possible and many online meetings have been held with tertiary liaison staff. Halls of Residence applications, CCRFs and information on Student Loans and

Allowances and Scholarships continued to be a major focal point for careers staff and many hours were poured into making sure our students had the right information.

A Job Fair is planned for December to link our school leavers with all the jobs available locally. We are a region that relies heavily on seasonal workers and with the border closed, this has meant more opportunities for our young people.

The RoVE review has brought forth some changes including the establishment of the NZ Institute of Skills – the full impact of this is yet to be felt. With Careers Education in NZ currently under review we are grateful for the establishment of our CATE Kaiārahi position as an advocate for our sector. The Marlborough Branch of CATE would like to extend our thanks to Leigh Gray as CATE's first Kaiārahi for all the work she has done our behalf during a very challenging time for us all.

It has been a very full and busy year, and as a Branch, we look forward to the new challenges that 2021 will undoubtedly bring.

**Cheryl West**

#### **CANTERBURY/WESTLAND**

Chairperson: Patricia Siataga

Secretary: Kristie Duke

Treasurer: Racheal Mountstevens

Committee members: Ellen Cashion, Richard Webster, Jenni McLaughlin, James Stewart, Dave Catherwood, Andrea Williamson, Prajesh Chhanabhai, Amanda Smidt

We started the year preparing for the CATE Conference at the Te Pae Convention Centre and had two committee meetings before school even began, to finalise the programme. James Chatterley, from Event Dynamics, met with us a few times and James Stewart indicated that sponsorship was going well. When we went into lockdown in March, we knew that we would have to postpone the event as it was uncertain whether air travel would be possible, if large gatherings would be advisable and if Te Pae would be complete. Speakers and the venue have been re-booked for 24th to 26th November 2021.

In what has been a roller-coaster year, we have managed to have six meetings as a CATE members group. We had our AGM in February where Anna Logie (Lincoln University) and Adrienne McGowan (Rangiora High) stepped down from the committee and Amanda Smidt (CDC) and Dave Catherwood (Lincoln University) joined us. Leigh Gray has held two workshops in Christchurch: Career Adviser 101 at UC in February and another one in July, held at Ara, with a real focus on material on the CATE website and Year 9 and 10 Career Education. People have driven from across Canterbury to be at these workshops and we are very grateful for the personal help, and energy Leigh brings to these sessions. In March, we had a meeting at Shirley Boys' High (and a tour of the new school afterwards) and had speakers from NZ Trucking, TANZ and VolCan. In June, we met at Kaiapoi High School, where the Hospitality students made a delicious afternoon tea with décor and table layout to reflect the Tourism and Travel theme. Speakers from Ara, ITC and Lincoln University updated us on their tourism programmes and majors. Our final mini conference was held at the Cashmere Club in November with the "Get Wired, Get Digital" theme with a range of speakers. This was followed by our Christmas dinner in town. The August meeting at the National Trades Academy on McLeans Island, with a Primary theme was unfortunately cancelled, due to numbers and social distancing issues. Gateway co-ordinators have had two meetings with subsidised lunches for CATE members. Charlie Davey, the Principal Adviser for Secondary Transitions, spoke about the Gateway requirements for 2020 and there was als

As a CATE Committee, we met with leaders from E2E, Ministry of Education, Ministry of Social Development and Tokona Te Raki: Maori Futures Collective to understand how they are helping students move to education, employment or training and what their processes, procedures and strategies are. We were able to relay that information to our members. We have also been actively advocating for the Ministry of Business Innovation and Enterprise Regional Skills Leadership Development groups (RSLDG) to establish strong links with CATE regional groups. This will ensure that schools are involved or consulted about the regional directions and future skills and workforce needs in the area.

Apart from this, University of Otago held their School Leaver's Kit session, Lincoln University had their Career Advisers' Extravaganza in February and Ara held their Update Days in November. Ara also managed to

reduce student numbers to below 100 and host the Pasifika Rise Day. University of Canterbury continued to encourage Pasifika students with the UCMeXL programme at Shirley Boys' High School after school once a week and in the school holidays, and to deliver evening information programmes about new courses.

Students, and careers and transition education staff, adapted as best they could to online courses, zoom meetings, webinars, virtual and real open days and expos and I thank them for all their work and care in sometimes trying circumstances. Thank you to the committee for your continued work and positivity. Roll on 2021!

**Nicole Bailey**

### **SOUTH CANTERBURY**

Despite the interruptions that have occurred this year, we have still managed to run a number of successful events and activities both within our own schools and collaboratively within our region. Our CATE Regional Group is currently composed of 28 members from 13 secondary schools.

We have had three Regional Meetings so far this year and we have been incredibly fortunate to have Leigh Gray, our CATE Kaiārahi, present twice. She is an absolute wealth of knowledge and we really value her fresh ideas, enthusiasm and encouragement. We are looking forward to hearing from Leigh again at our last meeting of the year.

Ara hosted a number of different Sector days throughout the year, including Health, Trades, Business, Hospitality, Hair & Beauty & a special session for our Pasifika students. As always, the students found these events informative and they were able to listen to a range of guest speakers, visit business and participate in a variety of hands-on activities, which they particularly enjoyed. We have a planning meeting this week to discuss possible events for 2021.

Once again, we are incredibly grateful for the continued support from Venture Timaru (formerly Aoraki Development), the economic development agency for the South Canterbury region. Their "MyNextMove" Youth Transition Initiative, funded by the Ministry of Social Development, and aimed at connecting employers and students, has continued to grow. A number of students are being mentored by people within the local business community. They have also coordinated numerous Pathways Assemblies, Mock Interview/CV Sessions, Industry Visits and Work Experience opportunities. One of the highlights from this year was the Girl Boss Summit, led by founder Alexia Hibertidou, who inspired the girls to aim high and reach their potential. It is great to see that the Education-to-Employment Brokerage Service has now been rolled out to 25 regions throughout the country. I was privileged to speak at the South Island Workshop last week about our positive experience with the whole initiative.

Seven of the South Canterbury Schools put in a joint application for the new Ministry of Education contestable fund for vocationally focused events. We have been allocated \$21,000 and intend to use this for the Year 11 Pathways Expo, which was originally scheduled for August this year. Due to Covid we have now delayed this event until May 2021. We have already had a number of local businesses express interest in coming along and we hope to build on the success of the previous two expos.

I would like to thank all the South Canterbury/North Otago CATE members for their ongoing help and support this year. We are lucky to have such a collegial and dedicated group of Educators. I would also like to thank Venture Timaru, Ara and our local Business community. It is great that we are all able to work together to help support the students as they explore and make decisions about their future career pathways.

**Jo Shaw**

## **OTAGO**

After Conference 2019, CATE Otago farewelled Neil Mains from Columba College and Sue Craigie from The Taieri College. Both were active members of CATE Otago. We wished them all the very best in their retirement, but we do miss their contributions at our meetings. We welcomed Kathryn Riepl, Neil's successor, and also wished Robyn Bazsika, Otago Girls High School all the best for her year of Study Leave.

Excitingly in the Otago region, Otago Secondary Tertiary College secured extra funding for places in Dunedin and Cromwell. Courses included Automotive Engineering, Bike Mechanics, Engineering, Hairdressing, Sport Exercise and Health, Hospitality, Cookery, Building and Construction. In 2021, they will be offering Beauty Therapy and Business Tourism as well. Next year, thanks to Otago Secondary Tertiary College, Otago schools are also able to be part of the Police Pathway Programme. This was programme introduced at a CATE Exec meeting and at Conference last year and we are looking forward to Otago students taking part in it.

In March we cancelled our Careers Expo, due to be held in June, as exhibitors could not commit to attending. We may be looking at using the New Zealand Careers Expo Company in the future. Otago students did still have the opportunity to visit the Virtual Careers Expo however and Otago University and Otago Polytechnic still held their Tertiary Open Day. These all proved beneficial to our students.

We held our AGM via Zoom. This proved a really good way for our colleagues in Central, East and South Otago to attend. Due to travelling distances, these members are often unable to attend our meetings, so we were delighted that so many could join us.

Our main events this year have been our Kaiārahi days, held in Dunedin and Cromwell, with Leigh Gray. They were fantastic days, and everyone left them feeling super enthused going forward. It was a great opportunity to network and actually spend some time looking at the resources available on the CATE website. Thanks once again to Leigh for all her work to support CATE members.

We'd like to thank Otago Polytechnic, for running Otago Secondary Tertiary College, The Learning Place and New Zealand School of Tourism for once again offering practical and enjoyable courses for Otago students. Their input to our programmes is much appreciated, especially in this strange year that we have had.

**Leanna Duncan**

## **SOUTHLAND**

Like most regions, it has been a relatively quiet year for our Southland branch of CATE. We had our AGM in June and our office bearers for 2020 continue to be Simon Richardson (Chairperson), Pixie McDowall (Secretary) and Anne Perniskie (Treasurer). Simon stood down as the National Executive Representative and I took over this position.

We continue to work alongside and get great support from Great South, Southland's regional development agency. Each school has been assigned a liaison officer who works alongside us to provide contacts or opportunities in the workforce. We have found this service fantastic and it provides valuable industry links to our schools.

The highlight for the year was the Kaiārahi Training day, which was excellent professional development for those who attended down here, with most saying it was the best PLD they had had in years. Many thanks Leigh for all of your work developing the Kaiārahi website - the resources are fantastic and it was great to share ideas about career education in schools.

We also continue to have great relationships with our tertiary liaison officers who help guide our students into tertiary education.

We are currently planning a mini conference in November, travelling to Central Otago, with a focus on Post Covid Career Opportunities and how tourism businesses are adapting and changing in today's world. We are also visiting Queenstown Resort College and looking at some of the alternative courses offered by the Otago Polytechnic at their Central Campus.

Covid-19 has been challenging for everyone, creating an uncertain future for the world of work. However, with it has come opportunities to explore different ways of doing things, including adapting to using digital platforms. Online open days, career expos and virtual tours of various institutions have allowed students to continue to learn and explore their options for the future.

**Sue Ballantyne**



**CATE**

Careers and Transition  
Education Association NZ Inc.

# FINANCIAL REPORTS

CAREER & TRANSITION EDUCATION  
ASSOCIATION AOTEAROA INC  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
30TH JUNE 2020

CAREER & TRANSITION EDUCATION  
ASSOCIATION AOTEAROA INC.

FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30TH JUNE 2020

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Page	1	Review Report
	2	Society Directory
	3	Statement of Financial Position
	4	Statement of Financial Performance
	4	Statement of Changes in Equity
	5 - 6	Notes to the Financial Statements
Appendix		Depreciation Schedule

CAREER & TRANSITION EDUCATION  
ASSOCIATION AOTEAROA INC.

ACCOUNTANTS REVIEW REPORT  
FOR THE YEAR ENDED 30TH JUNE 2020

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ACCOUNTANTS REVIEW TO THE MEMBERS OF CAREER & TRANSITION EDUCATION  
ASSOCIATION AOTEAROA INC.

We have reviewed the financial statements from pages 2 - 6. The financial review provides information about the past financial performance of the Career & Transition Education Association Aotearoa Inc. and its financial position as at 30th June 2020. This information is stated in accordance with standard Accounting Policies.

INDEPENDENCE

We have no involvement with Career & Transition Education Association Aotearoa Inc. other than for the preparation of the financial statement based on the information provided.

BASIS OF REVIEW

A review is limited primarily to enquiries of the Career & Transition Education Association Aotearoa Inc. personnel and analytical review of procedures applied to financial data and thus provides less assurance than an audit. We have not performed an audit and accordingly we do not express an audit opinion.

As with other organisations of a similar nature, control over income prior to it being recorded is limited and no practical review procedures exist to determine the effect of this limited control.

Subject to any adjustments arising from the limited control over income referred to in the above paragraph, based on our review, nothing has come to our attention that causes us to believe that the accompanying financial statements do not give a true and fair view of the financial position of the Career & Transition Education Association Aotearoa Inc. as at 30th June 2020 and the results of its operations for the year ended on that date.

Price Horgan  
Chartered Accountants Limited

6th November 2020

CAREER & TRANSITION EDUCATION  
ASSOCIATION AOTEAROA INC.

SOCIETY DIRECTORY  
FOR THE YEAR ENDED 30TH JUNE 2020

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COMPANY OFFICE SOCIETY NUMBER	833809
IRD NUMBER	060-916-420
FORMATION DATE	8 November 1996
PRESIDENT	Mr W Foy
TREASURER	Mr J Adams
ACCOUNTANT	Price Horgan Chartered Accountants Limited PALMERSTON NORTH
BANKERS	Westpac Bank

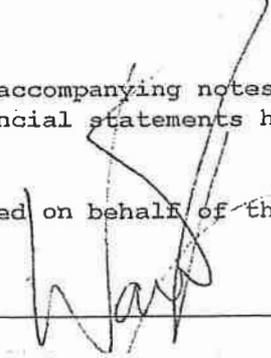
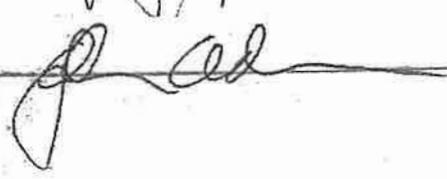
CAREER & TRANSITION EDUCATION  
ASSOCIATION AOTEAROA INC.

STATEMENT OF FINANCIAL POSITION  
AS AT 30th June 2020

	Note	2020	2019
<b>CURRENT ASSETS</b>			
Westpac Bank - Current Account		168,619	71,451
Westpac Bank - Term Deposit		50,000	50,000
Goods and Services Tax		4,506	-
		<u>223,125</u>	<u>121,451</u>
<b>FIXED ASSETS</b>	2	-	-
		<u>223,125</u>	<u>121,451</u>
<b>CURRENT LIABILITIES</b>			
Accounts Payable		13,542	8,595
		<u>13,542</u>	<u>8,595</u>
<b>EQUITY</b>			
Accumulated Funds		209,583	112,856
		<u>223,125</u>	<u>121,451</u>
<b>TOTAL FUNDS EMPLOYED</b>		<u>223,125</u>	<u>121,451</u>

The accompanying notes form part of these financial statements. These financial statements have not been audited.

Signed on behalf of the Board.

  
 \_\_\_\_\_ President 9/11/20 Dated  
  
 \_\_\_\_\_ Treasurer 9/11/20 Dated

The above information has been prepared without the performance of any audit or review engagement procedures and must be read subject to the Compilation Report set out on page 1.

CAREER & TRANSITION EDUCATION  
ASSOCIATION AOTEAROA INC.

STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE YEAR ENDED 30TH JUNE 2020

	Note	2020	2019
<u>Income</u>			
Conference Income	3	51,617	28,194
MOE Contract Income		151,951	-
Subscriptions Received		18,477	26,555
Interest Income		1,610	1,881
<b>Total Income</b>		<b>223,655</b>	<b>56,630</b>
<u>Cash Expenditure</u>			
Accountancy Fees		2,128	2,128
Bank Charges		-	1
Conference Costs - Internal	3	8,536	2,427
Conference Costs - Internal			
Profit Share	3	14,962	9,398
Conference Costs - External		10,000	1,903
Executive Meetings		17,647	23,198
MOH Expertise Contract Expenses		48,617	284
Scholarships		24,000	-
Website Expenses		1,038	826
<b>Total Cash Expenditure</b>		<b>126,928</b>	<b>40,165</b>
<b>Cash Operating Surplus (Deficit)</b>		<b>96,727</b>	<b>16,465</b>
<u>Non Cash Items</u>			
Depreciation		-	-
<b>NET SURPLUS (DEFICIT) FOR YEAR</b>		<b>96,727</b>	<b>16,465</b>
 <u>STATEMENT OF CHANGES IN EQUITY</u>			
Retained Earnings - Start of Year		112,856	96,391
Net Surplus (Deficit) for Year		96,727	16,465
<b>Retained Earnings - End of year</b>		<b>209,583</b>	<b>112,856</b>

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CAREER & TRANSITION EDUCATION  
ASSOCIATION AOTEAROA INC.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30TH JUNE 2020

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1. REPORTING ENTITY

Career & Transition Education Association Aotearoa Inc. is an Incorporated Society registered under the Incorporated Societies Act 1908.

STATEMENT OF ACCOUNTING POLICIES

These financial statements have been prepared in accordance with the Special Purpose framework for use by For-Profit Entities (SPFR for FPEs) published by Chartered Accountants Australia and New Zealand.

These financial statements have been prepared for the purposes of the members only.

The measurement base adopted is that of historical cost. Reliance is placed on the fact that the entity is a going concern.

Aside from specific items mentioned below in the particular accounting policies accrual accounting is used to match expenses and revenues.

PARTICULAR ACCOUNTING POLICIES.

The following particular accounting policies which materially affect the measurement of earnings and the financial position have been applied :

- : Fixed assets are stated by the entity at their cost less aggregate depreciation. The depreciation charged has been calculated using the maximum rates permitted by the Commissioner of Inland Revenue.
- : The entity became registered for Goods and Services Taxation during the current financial year on 1st January 2020. Where applicable, prior to this date, all items of income and expenditure are stated inclusive of Goods and Services Taxation and exclusive of Goods and Services Taxation after the 1st January 2020.
- : Interest and subscriptions are recognised when received (cash basis).
- : The entity is not required to pay income taxation on the net profit generated from within its circle of members.

CHANGES IN ACCOUNTING POLICIES.

Aside from the above change in Goods and Services Taxation, there have been no other changes in accounting policies. All other policies have been applied on bases consistent with those used in previous years.

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CAREER & TRANSITION EDUCATION  
ASSOCIATION AOTEAROA INC.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30TH JUNE 2020

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	2020	2019
2. FIXED ASSETS		
Computer Equipment - at cost	3,800	3,800
Less accumulated depreciation	(3,800)	(3,800)
	<u>          </u>	<u>          </u>
NET ASSETS	<u>          </u>	<u>          </u>
	<u>          </u>	<u>          </u>
3. INTERNAL CONFERENCE INCOME AND EXPENSES		
Conference Income	51,617	28,194
Conference Costs	(8,536)	(2,427)
	<u>          </u>	<u>          </u>
Conference Gross Profit	43,081	25,767
CATE Profit Share	(14,962)	(9,398)
	<u>          </u>	<u>          </u>
CONFERENCE NET PROFIT	<u>28,119</u>	<u>16,369</u>

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