

FIREARMS SAFETY ENGAGEMENT & EDUCATION

Firearms Safety Engagement and Education
briefing – February



Te Tari Pūreke
Firearms Safety Authority

Change journey February 2025 / Lets discuss what's happening

Text in this green has been added or moved since the last update.

AUGUST – DECEMBER '24

- ✓ 24/08 Instructor professional development day: ideas put forward for firearms engagement and education.
- ✓ Wider firearms community invited to contribute.
- ✓ Feedback to all stakeholders of what we've learned.
- ✓ Ministerial updates

DECEMBER 2024

- ✓ Feedback reviewed.
- ✓ Updates from Mike D and Mike M.
- ✓ Media release.
- ✓ Drop in sessions for more information / Q&A.

JANUARY/FEBRUARY 2025

- ✓ 7pm 22 January: information session for instructors and staff.
- ✓ Venue audit.
- ✓ Fleet vehicles ordered.
- Available roles advertised.
- 1900 12/02: MSC info session.
- 0830 14/02 TTP info session.
- Recruitment commence.
- Implementation plans confirmed.
- Alternative venues sourced.
- Safety training courses continue by MSC.

We are here

MARCH 2025

- First pilot of safety training course in secondary schools.
- Roles appointed for new team.
- Work apparel ordered.
- Safety training courses continue by MSC.

APRIL 2025

- New course booking system build and test.
- New or existing venues locked in for July onwards.
- Course materials finalised and ready for inductions.
- Safety training courses continue by MSC.

MAY 2025

- Implementation starts
- New course booking system go live for public. Will run alongside MSCs system until 30/06.
- Facebook posts about developments to training.
- Safety training courses continue by MSC.

JUNE 2025

- Staff inductions begin.
- URL diverts to new booking system once June courses full.
- Facebook posts about developments to training.
- Safety training courses continue by MSC.

JULY 2025

- Old booking system switched off.
- Safety training courses delivered by a mixed model: permanent and contract TTP team members.
- Engagement activities ramp up as capacity allows.



Q&As received since last briefing

» Will the instructors be based/working from home, i.e., will firearms etc be stored at home addresses?

Yes there will be an element of working from home. But the instructors will also be 'domiciled' to a local Te Tari Pūreke office which is often part of or close to a local Police station.

Connecting with the local teams will be important for the individuals as they can find a desk, dock their laptop, connect with others, print stuff etc and get to know the local colleagues.

With regard to storage, we plan to arrange for firearms storage to be set up at the successful candidate's home (if needed) and also at the local Te Tari Pūreke office or associated Police station.

» Do you have an approximate start date for the positions (I assume they will start before July)?

We hope to onboard successful candidates end of May or early June, to allow for the candidates to complete an extended induction (which may be based in Wellington, for a number of days) and to be fully prepared to deliver courses at the appropriate time.

» Will we get access to the course materials like the PowerPoint and equipment in good time before the course delivery starts?

The course materials are being developed now and our target is to have everything ready to go for the inductions by the end of June.

» If you were looking at applying for more than one position, do you need to submit multiple applications, e.g., If you apply for a supervisor role, but are unsuccessful are you still able to be considered for an instructor position or should you apply in full for both?

Candidates aren't limited to applying for just one role. If they are keen for both supervisor and safety officer, I'd suggest they note this in their application cover note (that they are applying for both) and submit applications for both roles.

Each application will have specific things that you will be asked to address that relate to the role. You will be able to copy and paste parts of your applications. I would encourage you to review and customise each application to cover off key skills we are looking for in the roles.

» When will onboarding take place?

We hope to onboard successful candidates end of May or early June, to allow for the candidates to complete an extended induction (which may be based in Wellington, for a number of days) and to be fully prepared to deliver courses at the appropriate time.

» Are we able to check the venues ourselves to get familiar with them before training starts?

Team members would be very welcome to conduct reccies of the venues before they are required to be used.



Q&As received since last briefing

» Will those in the roles have time to sort out their venues before they have to start delivering courses?

We've already conducted a full venue audit of all locations to identify the current set up. We've established a list of venue requirements and taken input from the Whakatūpato instructors about what features and facilities a good venue should have. Things like kitchenette facilities, ample parking, WIFI, chairs and tables etc will be essentials.

We should have the venues identified by the end of February (some will be existing and some will be new) and will be in a position to book these in a few months. Venues will be booked well in advance of instructors needing to use them and instructors will be able to arrange reccies of the venues once they join.

» Will providing "illness/holiday cover" to permanent employees (PPT slide 3) require covering all staff throughout the North Island or just adjacent areas such as Bay of Plenty and Palmerston North?

With the "illness/holiday cover" we would like to try and find coverage for staff adjacent to where the staff are located. In some cases, this may vary depending on availability and flexibility of the contractor.

» Please can you tell me what sort of number of firearms will we be using, and what provisions will be made for the safe transportation and storage of them overnight?

The number of firearms for training with new course attendees is 14.

These will be in transit cases. They will be transported in vehicles that will be available to the Firearms Safety Officers. The transit cases will be able to be locked.

Each person in a Firearms Safety Officer role will have access to their local Te Tari Pūreke office which will be there home base. Training firearms will be stored in a safe at these locations for collection by the Firearms Safety Officer or Supervisor.

In our planning we have created a roster to give staff the ability to uplift firearms and travel to the training venue for delivery of training.

If for any reason training firearms were to be temporarily stored at a firearms safety officer's house, we will provide and install a suitable firearm safe for that purpose.

With overnight stays in motels or hotels, we are working through some of the logistics around this. In all that we do our staff will comply with all transport and storage guidance.

We are looking at how we could locate safes in common accommodation locations and or training venues to mitigate some of the storage issues. Where possible our staff may be able to store overnight in other Police locations.



Q&As received since last briefing

» **Will the Gisborne area incorporate Opotiki up around the East Cape down through Gisborne and end in Napier?**

We will be looking to secure venues so that as best we can, we minimise travel for new licence applicants. This will not be achieved in all cases.

The role for the Contractor in Gisborne will be around having someone that can deliver between 10 and 15 courses per year from one or two set venues. In our data we know there have been about 10 courses delivered each year in Gisborne. From memory we currently use the Volunteer Coastguard Venue.

We are in the process of putting together some requirements for venues, things we would like to see. The current venue may still be the best location. This detail is still being finalised.

With the contractors there may be some requirement to travel in the event we need to cover a staff issue. We would like to engage a contractor that could pick up work in an emergency if possible. We see this as being an exception and not something that will happen all the time.

» **Are the course delivery dates able to be agreed upon between the contractor/employee and Te Tari Pureke? To align with current commitments.**

This is a great question and something we can definitely consider. We will be trying to meet demand in an area the best we can. Where possible we will work with our staff to achieve this.

» **Can you explain what the (C10) on PP slide 5 over the Gisborne region indicates?**

The (C10) relates to the role in that area being planned as filled by a Contractor (C), and the average number of courses delivered per year over the last 3 years in the area (10). This may have been rounded up based on the student to instructor ratio that we are hoping to achieve.

Further questions are welcome and encouraged. Please get in touch with:

Firearmspartnerships@police.govt.nz

Or

Lachlan Marshall, Lachlan.marshall2@police.govt.nz 0211 937 813

Amanda Jongeneel: amanda.jongeneel2@police.govt.nz 021 057 0781



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We've done our best to outline as many of the changes as possible, however activities and dates can sometimes change. Please get in touch with any questions at any time: firearmspartnerships@police.govt.nz



	Firearms Safety Officer x 10 permanent	Firearms Safety Instructor x 4 contractor	Firearms Safety Instructor – standby contractor	Supervisors x 2	Coordinators x 2
Salary / rate	Band G: Starting at \$87,306, scale B	Per hour rate to be agreed inclusive of mileage	Per hour rate to be agreed inclusive of mileage	Band I: Starting at \$102,808.	Band D: Starting at \$69,337 scale A
Hours	4 x 10 hour days per week. One Saturday rostered on per fortnight.	Scheduled course delivery in agreed locations. Provide illness/holiday cover for permanent employees. Could include Saturdays.	Provide illness/holiday cover for permanent employees. Could include Saturdays.	4 x 10 hour days per week. One Saturday rostered on per fortnight.	40 hours per week to be worked between 8.00 – 17.00. Monday to Friday roster
Responsibilities	Delivering safety courses (standard, Whakatūpato and schools), community engagement and outreach, safety training for Te Tari Pūreke staff.	Delivering safety courses (standard, possibly Whakatūpato and schools) as scheduled.	Delivering standard firearms safety courses if called upon.	Supervision & delivery of safety courses (standard, Whakatūpato and schools), community engagement and outreach, safety training for Te Tari Pūreke staff.	Support team, rostering, scheduling, logistics, venue management etc.
Locations	<p>Potential permanent locations:</p> <ul style="list-style-type: none"> • North Auckland (Orewa, Albany, up to Whangarei) • Central Auckland down to Pukekohe • Bay of Plenty (Tauranga, Whakatane, Rotorua, Taupo) • Waikato to Taranaki (Hamilton, Paeroa, New Plymouth) • Palmerston North to Hastings • Wellington & Wairarapa up to Palmerston North • Tasman to Marlborough (Nelson, Blenheim) • North Canterbury (Christchurch, Sefton) • South Canterbury (Rolleston, Ashburton, Timaru) • Otago and Southland (Dunedin to Invercargill) 	<p>Potential contract locations:</p> <ul style="list-style-type: none"> • Far North (Kaitaia / Pakaraka) • Gisborne area • Greymouth area • Fiordland area to Alexandra 	<p>Possible locations:</p> <ul style="list-style-type: none"> • Any location is considered. 	<p>Possible locations:</p> <ul style="list-style-type: none"> • North Island, based from either Auckland or Hamilton • South Island, based from either Christchurch or Dunedin 	<p>Possible locations:</p> <ul style="list-style-type: none"> • Rugby House, 100 Molesworth Street, Thorndon, Wellington

Te Tari Pūreke compensation and benefits for permanent safety team employees

- » 4 weeks annual leave for first 5 years including:
 - 3 additional paid 'Commissioner Days' to be taken between Christmas and New Year.
- » 5 weeks annual leave after 5 years service.
- » 12 paid public holidays each year.
- » Long service leave.
- » 52 weeks paid parental leave.
- » Paid training as required (i.e. first aid training).
- » 10 days sick leave.
- » Company car (not for private use).
- » Work apparel fit out.
- » Annual health check to the value of \$600.
- » Travel and expense costs reimbursed.
- » Annual salary increases on anniversary date.
- » Option to opt into:
 - Superannuation - % depending on step.
 - Kiwisaver - Employer Contribution of max 3%.



Firearms safety officers, supervisors and contractors apparel: images for illustrative purposes – actual brands may vary.



Firearms Safety Officers and Supervisors: A Toyota RAV4 GX Hybrid: a 2.5-litre, 5-seat, AWD Hybrid Electric engine delivering 163kW Toyota system output and 1,500kg max braked towing capacity.



NORTH ISLAND HEAT MAP OF CURRENT SAFETY COURSE LOCATIONS

Overlaid with proposed Te Tari Pūreke staff locations

Supervisors x 1

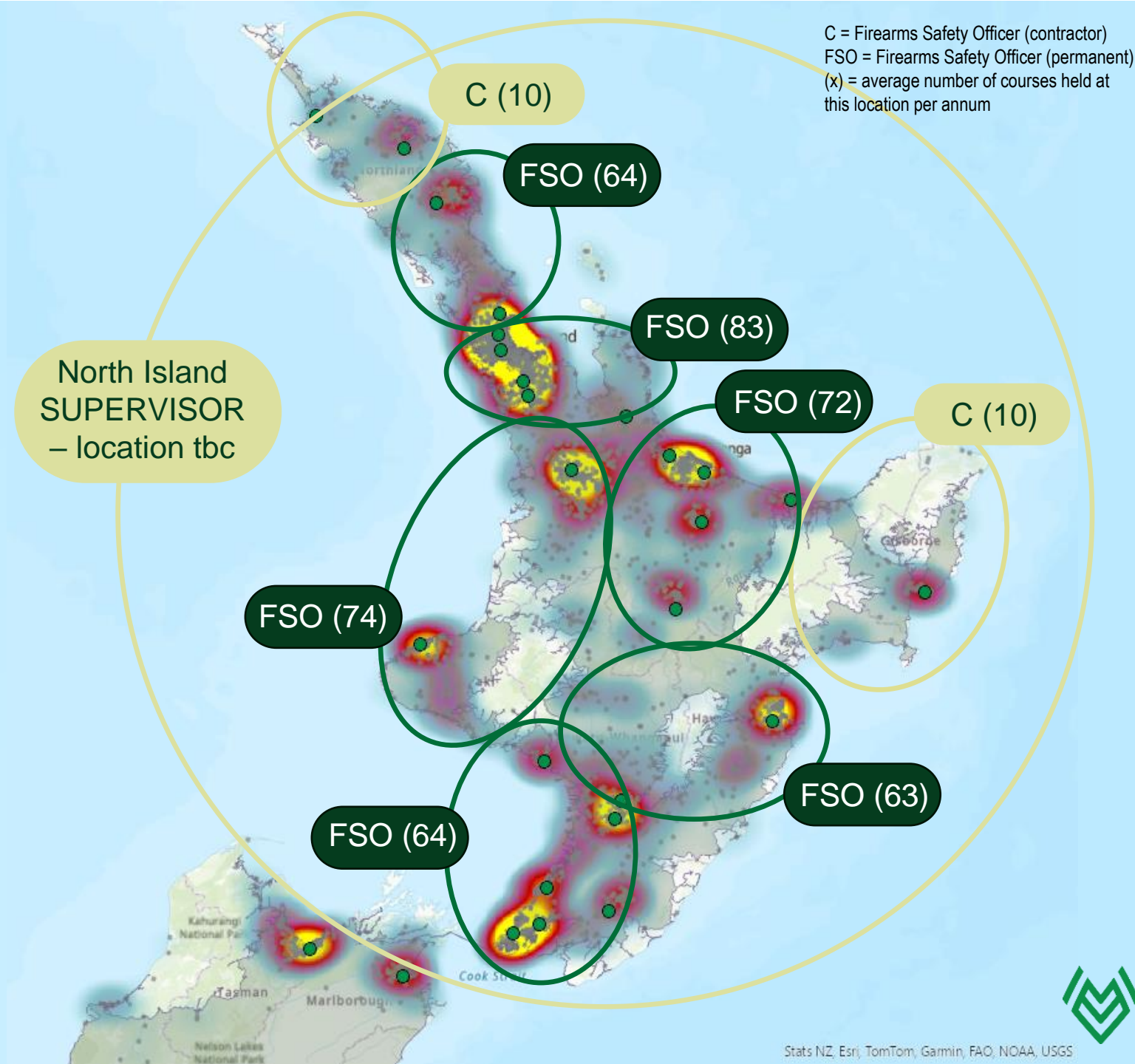
Firearms Safety Officers (FSOs) x 6

Contractors (C) x 2

Areas covered by an FSO or a Contractor might change, as dependent on finding the right person for the role.

Supervisor location tbc

Option to locate Hamilton or Wellington and adjust course area coverage of Hamilton or Porirua Safety Officers



SOUTH ISLAND HEAT MAP OF CURRENT SAFETY COURSE LOCATIONS

Overlaid with proposed Te Tari Pūreke staff locations

Supervisors x 1

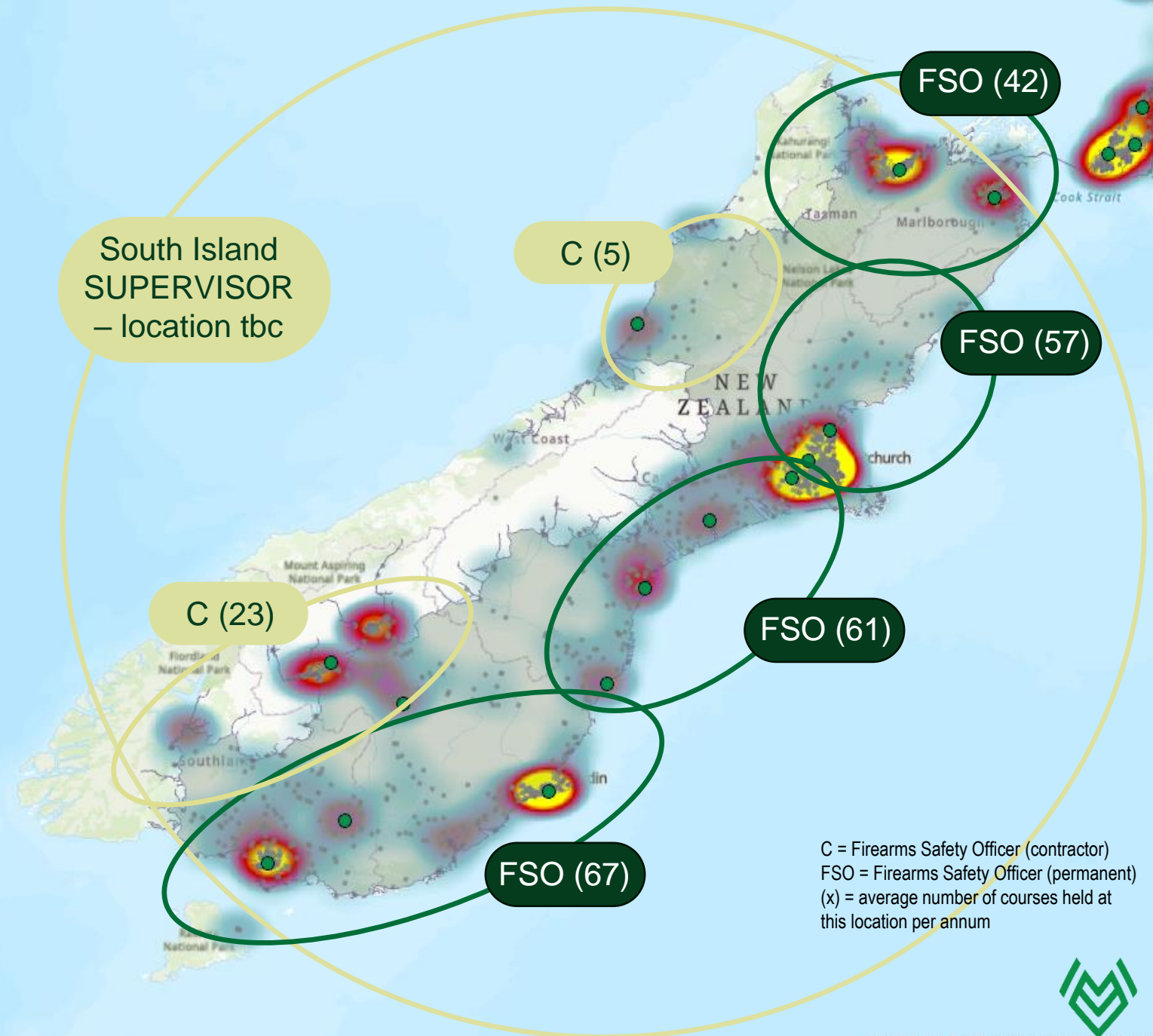
Firearms Safety Officers (FSOs) x 4

Contractors (C) x 2

Areas covered by an FSO or Contractor might amend as dependent on finding the right person for the role.

Supervisor location tbc

Option to locate Canterbury and adjust course area coverage of Dunedin and South Canterbury Safety Officers



C = Firearms Safety Officer (contractor)
FSO = Firearms Safety Officer (permanent)
(x) = average number of courses held at this location per annum

Applying for a permanent or contract role

NEW ZEALAND POLICE
Ngā Pirihimana o Aotearoa

Sign In Language English UK (English UK)

Career Opportunities

Search for Openings

Keywords:

Exact Match

In job title

In job title or description

Job Language: English UK (English UK)

Requisition ID:

Location: Any

Job Category: Any

Employment Type: Any

18 Jobs match the selections

Search Jobs Clear

NEW ZEALAND POLICE
Ngā Pirihimana o Aotearoa

Click 'sign in',
Then click 'create
an account'

STEP 1: REVIEW THE JOBS ONCE THEY ARE ADVERTISED

- » Advertisement will cover basic information around what the day-to-day work looks like and what specific competencies.
- » Position description (PD) gives more detail about what the role involves and associated expectations.

STEP 2: APPLY

- » The ads on Seek will contain links to apply for the roles.
- » The links will take you here to register a profile.
- » Once you've registered a profile, you can view and apply for the current vacancies.
- » Completing the online application form and submit a CV.
- » On the application form, please fill in as much as you can. Even though the form is quite long.
- » Make sure your CV clearly sets out how you meet the technical, behavioural and leadership capabilities set out in the job advertisement.
- » If you need advice, contact the Talent Pathway Team by emailing careers@police.govt.nz



Applying for a permanent or contract role

STEP 3: THE INTERVIEW

- » Interview panel of 3 people: Lachlan and 2 others.
- » Around 40-60 minutes long.
- » You'll start the interview by delivering a 5 minute presentation for the scenario: *Speak to a group of people with limited knowledge of firearms. You have 5 minutes to help them understand the safety rule – check your firing zone.*
- » The rest of the interview will be on the technical, behavioural and leadership capabilities required in the role.
- » Provide specific examples situations where you have demonstrated the capability that the question is asking about. Refer STAR model.

STEP 4: PRE-EMPLOYMENT REQUIREMENTS AND CHECKS

- » *Vetting*: background checks.
- » *International vetting*: required for anyone who has resided in a country other than New Zealand for one year or more within the last five years.
- » *Drug and alcohol testing*: breath test for alcohol and a urine screening test for drugs.
- » *Professional conduct check*: reference checks with previous employers.
- » *Your ability to work in NZ*: passport, residency or visa validation.

THE STAR INTERVIEW METHOD

A tool for answering tough behavioural interview questions



THE STAR METHOD OF INTERVIEW QUESTIONS

- » The STAR method is a structured way of responding to a behavioural-based interview question by discussing the specific situation, task, action, and result of the situation you are describing.
- » The format is quite straightforward. Just make sure your answers are relevant, give proper context, describe your thought process, and finally, include real facts and examples.
- » Interview questions where you'll use this response method typically ask you to describe how you handled a particular situation.



Questions received since last briefing

» In other training organisations, trainers need both a Level 4 adult education qualification and be NZQA 4098 assessor qualified. Would instructors working for Te Tari Pūreke need these qualifications and if not, why not?

Te Tari Pūreke, Firearms safety Authority is part of the NZ Police. The NZ Police is considered to be a Government Training Establishment. In order to have consent to assess skills standard 40316, Te Tari Pūreke must meet the relevant Consent and Moderation Requirements (CMRs) and the national external moderation system requirements of the standard-setting body (SSB) responsible for the standard.

Under criteria 3 of the CMR the instructors must have met the following:

- have current and relevant skills and/or knowledge and experience at least one level higher than the level being delivered and assessed; and
- have credit for the unit standards they will assess against or are able to demonstrate equivalent knowledge and skills; and
- have achieved unit standard 4098, use standards to assess candidate performance or demonstrate equivalent knowledge and skills (this unit standard would be included as part of the trainer inductions next year for any successful candidate that needed it);
- have at least annual contact with industry partners and opportunities to keep informed about latest developments in technology, industry practice and legislation, and have opportunities for professional development related to the training and assessment they are doing (this would be achieved through your work with us).

» What is the criteria for the firearms safety course being allocated 3 NZQA credits?

When putting the skills standard together, Toitu te Wairoa, NZQA and Te Tari Pūreke went over the content required to gain the knowledge to successfully pass the 30 questions assessment as well as the practical safe handling assessment. The allocation of 3 credits has been confirmed and approved based on the time it should take for the learner achieving the agreed learning outcomes.

» Do you need people to do train the trainer roles?

Not at this stage. All the roles we're currently considering are being shared in early 2025. Our current thinking is that inductions will be designed and delivered by us, with relevant inclusions from third parties such as for the 4098 one-day-long course.



Q&As received since last briefing

» Should I register my interest in a role now?

If you're keen to be part of the instructor programme with us, we can note that on our files but it doesn't give you any more information or any head start on anyone else.

Interested individuals will still need to go through the application process once the roles are advertised.

» Will the new course have a PowerPoint?

Yes, we're revising the curriculum for the course and will be working with our learning and development team to build a curriculum which will be an extended version of what you currently deliver, with the support of additional tools and equipment such as a professionally designed PowerPoint, videos and additional training equipment. We're still working through this and will have more info in a few months.

Further questions are welcome and encouraged. Please get in touch with:

Firearmspartnerships@police.govt.nz

Or

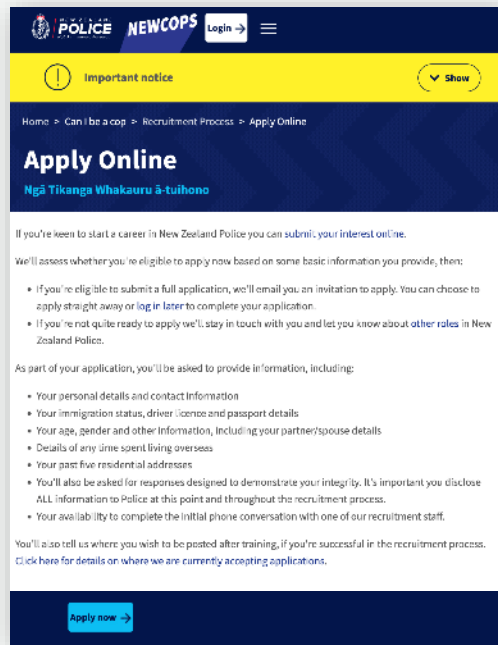
Lachlan Marshall, Lachlan.marshall2@police.govt.nz 0211 937 813

Amanda Jongeneel: amanda.jongeneel2@police.govt.nz 021 057 0781



Appendix

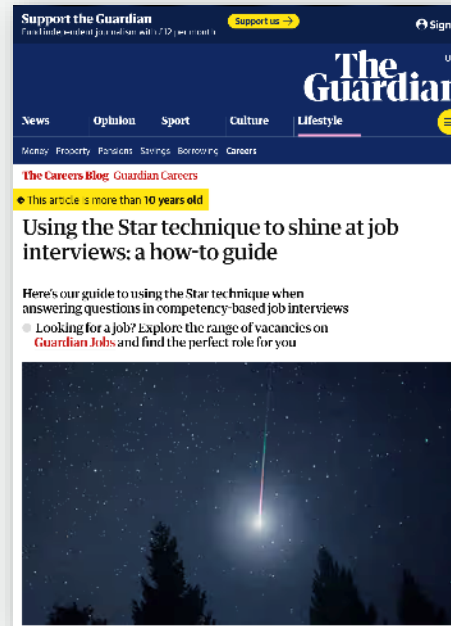
» NZ Police application



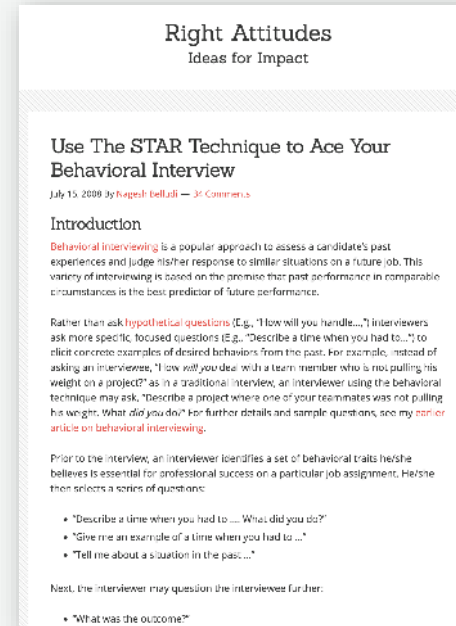
More information on applying for a role in NZ Police.

[How to apply for a vacancy | New Zealand Police](#)

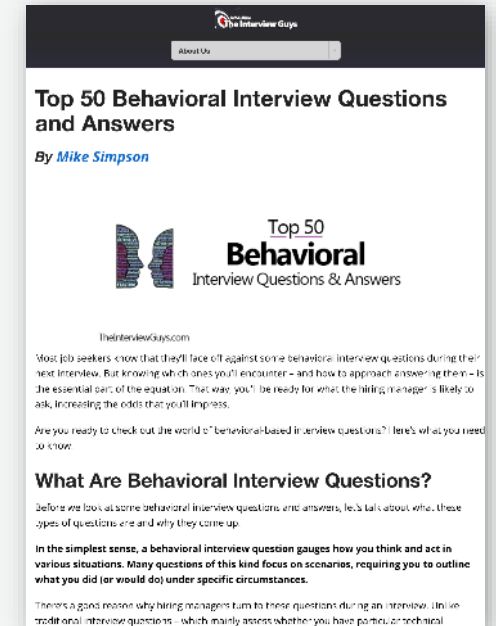
» Helpful interview links:



[Using the Star technique to shine at job interviews: A how-to guide](#) | The Guardian



[Use the STAR Technique to ace your behavioural interview](#) | Right Attitudes



[Behavioural interview questions and answers 101](#) | The Interview Guys

