



# INTELLIGENCE

Collection, collation,  
and analysis



If you are looking to grow the intelligence analysis capability in your teams, a qualification in intelligence can really help get them where they need to be.

Skills can help you equip your team with the knowledge and skills to provide organisations with the collection, collation and interpretation of information needed for analysis, forecasting and risk management. We also provide more advanced analysis qualifications for those that operate in this capacity in complex situations.

## What are the benefits?

For the

### LEARNER

- An understanding of the wider intelligence sector is gained
- Structured collection and collation skills are developed
- Improved analytical capability embedded in ethical, objective and impartial processes

For the

### EMPLOYER

- Higher standards, professional discipline and consistent intelligence practice is maintained
- Intelligence is used effectively to make sound and supported decisions
- Improved ability for cross-agency understanding and engagement

## What qualifications are available?

### New Zealand Certificate in Intelligence (Introduction) (Level 3)

This qualification is suitable for people who wish to enter or enhance their employment opportunities in entry level intelligence roles.

Graduates will become familiar with the core principles of working with intelligence, and how organisations use it to make both strategic and operational decisions. They will have the skills to work as a non-collation or non-collection trainee under the supervision of an intelligence analyst.

### New Zealand Certificate in Intelligence (Level 5) with strands in Collection, and Collation

This qualification is suitable for intelligence personnel who wish to gain recognition for, or to advance employment within intelligence collection and/or collation roles within the wider intelligence community.

Graduates will be capable of independently performing a range of collection and/or collation processes supporting strategic, operational and/or tactical intelligence.

### New Zealand Diploma in Intelligence Analysis (Level 6)

This qualification is ideal for people with existing intelligence experience who are looking to move up into more senior analytical roles.

Graduates will be capable of leading strategic, operational and tactical intelligence projects, work collaboratively with other agencies to gather information, and use critical thinking to develop intelligence products for decision makers.



## How are the qualifications achieved?

### Online Learning and Assessment

Skills can offer an online learning and assessment programme through a Learning Management System (LMS).

Online learning and assessment is available for the New Zealand Certificate in Intelligence (Introduction) (Level 3).

### Alignment

Skills can evaluate your in-house training and workplace practices to see if what you already do meets the requirements of a qualification. If they don't quite measure up, we can work with you to fill those gaps and achieve the qualification. Alignments are only suitable for large groups of individuals.

Alignments are available for the New Zealand Certificate in Intelligence (Level 5) with strands in Collection, and Collation; and the New Zealand Diploma in Intelligence Analysis (Level 6).

## What other solutions does Skills offer?

The Skills Group offers a wide range of solutions to build your team's capability. This includes a range of short courses that are delivered in partnership with IMNZ.



### THINK ON YOUR FEET®

Think on Your Feet® is a globally recognised two-day short course that teaches you to speak concisely and persuasively, even under pressure.

Be more effective in meetings, one to one conversations and presentations. Learn to focus on key issues, organise ideas and answer hard questions with confidence.



### PROBLEM SOLVING & DECISION MAKING

As you advance in your career, the problems you need to solve get bigger and more complicated and the decisions you need to make carry more weight.

This interactive and practical course has been designed to help busy professionals quickly absorb and apply problem-solving and decision-making concepts.

It will guide you in taking a more strategic approach to issues and challenges.



### TAILOR-MADE SOLUTIONS

We deliver off-the-shelf and bespoke solutions to the challenges facing today's highly complex, competitive and diverse environments.

Our solutions are designed to engage your people, shape underlying attitudes, and drive productivity.

Tailored to your needs, this may include in-house workshops, coaching and mentoring sessions, or even developing e-learning for your business.

## Why choose us?

At Skills, our focus is to build New Zealand's workplace capability. We help organisations and their staff grow competencies, improve performance, and build leadership capabilities. After decades in the industry, we know about effective workplace learning.

## Ready to get started?

The team at Skills are happy to discuss your needs, the wide range of solutions we have available and how we can empower you to reach your business goals. Call us today on 0508 SKILLS (0508 754 557)

**skills.**  
Grow by growing others