

Sport (Level 3) with strands in Event Management, Sport Administration, and Team Management
(version 4)

level of qualification: 3

credit total: 66-82

	Core Compulsory	Core Elective
level 1 credits:	-	0-11
level 2 credits:	11	0-11
level 3 credits:	30	0-11
level 4 or above credits:	-	0-11
minimum totals:	41	11

	Event Management Strand	Sport Administration Strand	Team Management Strand
level 1 credits:	-	-	1
level 2 credits:	-	9	1
level 3 credits:	16	8	12
level 4 credits:	14	3	-
minimum totals:	30	20	14
minimum totals with strand:	82	72	66

registration date: 19 April 2002

final date for comment: 30 April 2006

expiry date: 31 December 2007

fields, sub-fields and domains:

BUSINESS

- Accounting
 - accounting - generic
- Business Administration
 - business administration services
- Marketing
 - generic marketing

COMMUNITY AND SOCIAL SERVICES

- Community Recreation
 - recreation management
 - recreation programmes and events
- Sport
 - sport management

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CORE GENERIC

Core Generic
self-management

HEALTH

Health Studies
core health

HUMANITIES

Communication Skills
interpersonal communications
writing

SERVICE SECTOR

Service Sector Skills
service sector - core skills

standard-setting body responsible for the qualification:

Sport, Fitness and Recreation Industry Training Organisation (Sfrito)

other standard-setting bodies whose unit standards are included in the qualification:

NZQA

1 purpose

The National Certificate in Sport (Level 3) with strands in Event Management, Sport Administration, and Team Management [Ref: 0446] recognises the skills required to work in the delivery of sport with little or no direct supervision, and with responsibility for individual quality standards. Certificate holders are able to apply their knowledge and skills to familiar and new situations in the delivery of sport, involving complex, non-routine tasks of a broad range of variety.

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The strands recognise the specific knowledge and skills required to work in separate areas of sport delivery. These specific skills in managing and administering sport are distinct from the skills recognised by the National Certificate in Sport (Coaching) (Level 4) [Ref: 0444] and the National Certificate in Sport (Umpiring - Officiating) (Level 3) [Ref: 0445]. The National Certificate in Sport (Level 2) [Ref: 0493] provides a generic introductory level sport qualification. The focus of each strand is as follows:

Event Management: planning and implementing simple events.

Sport Administration: work as office or committee member in clubs or similar organisations; sports co-ordinator in schools; administration assistant in sport organisations.

Team Management: managing club, school or age-group teams at intermediate to top levels of competition.

This qualification contains the Sport, Fitness and Recreation Industry Training Organisation Customer Service Award.

2 regulations for the qualification

2.1 entry information for programmes of education and training assessed against the unit standards in the qualification

Open. However, people working in this industry require physical coordination and good levels of mental, physical and emotional fitness; as well as requiring a wide range of people skills on which to base judgements and decisions.

2.2 recognition of current competence

Recognition of current competence may be granted on application either to providers of unit standards who are accredited to recognise prior learning according to NZQA requirements; or to Sfrito for recognition of unit standards, or for parts, or the whole of the qualification according to procedures it has established (to meet NZQA requirements).

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2.3 summary of qualification requirements

This qualification will be awarded to people credited with the core compulsory unit standards and who have met the requirements of the core elective and the chosen strand.

Core Compulsory

All the unit standards listed are required.

Core Elective

A minimum of 11 credits is required from unit standards anywhere on the National Qualifications Framework.

Strands

Event Management
Sport Administration
Team Management

All the unit standards listed in the chosen strand are required.

2.4 detailed qualification requirements

Core Compulsory

All the unit standards listed below are required.

FIELD: COMMUNITY AND SOCIAL SERVICES

Sub-field: Community Recreation

domain: recreation management

Unit No.	Unit Standard Title	Level	Credit
13377	Identify and manage hazards and risks in relation to a recreation activity and environment	3	4

domain: recreation programmes and events

Unit No.	Unit Standard Title	Level	Credit
4864	Identify recreational needs of specified populations	3	4

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Sub-field: Sport
domain: sport management

Unit No.	Unit Standard Title	Level	Credit
4880	Explain the roles and structure of recreation or sport clubs and societies	3	6
4881	Explain the roles and structure of New Zealand sport organisations	3	6

FIELD: CORE GENERIC
Sub-field: Core Generic
domain: self-management

Unit No.	Unit Standard Title	Level	Credit
12349	Demonstrate time management	2	3

FIELD: HUMANITIES
Sub-field: Communication Skills
domain: interpersonal communications

Unit No.	Unit Standard Title	Level	Credit
1299	Be assertive in a range of specified situations	2	4
1304	Communicate with people from other cultures	2	2
1312	Give oral instructions in the workplace	3	3
9681	Participate in groups and/or teams to make decisions	3	3

domain: writing

Unit No.	Unit Standard Title	Level	Credit
3491	Write a report	3	4

FIELD: SERVICE SECTOR
Sub-field: Service Sector Skills
domain: service sector - core skills

Unit No.	Unit Standard Title	Level	Credit
377	Work in a diverse workplace	2	2

**Sport (Level 3) with strands in Event Management, Sport Administration,
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A minimum of 11 credits is required from unit standards anywhere on the National Qualifications Framework.

Event Management Strand

All the unit standards listed below are required.

FIELD: BUSINESS

Sub-field: Marketing

domain: generic marketing

Unit No.	Unit Standard Title	Level	Credit
2925	Identify marketing options for enterprise activities	3	10

FIELD: COMMUNITY AND SOCIAL SERVICES

Sub-field: Community Recreation

domain: recreation programmes and events

Unit No.	Unit Standard Title	Level	Credit
4863	Plan, implement, and evaluate a simple recreational event	4	10

Sub-field: Sport

domain: sport management

Unit No.	Unit Standard Title	Level	Credit
4862	Manage the format and results of sporting competitions	4	4
4885	Prepare sport information for the media	3	3
13381	Participate in media interviews for recreation or sport	3	3

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Sport Administration Strand

All the unit standards listed below are required.

FIELD: BUSINESS

Sub-field: Accounting

domain: accounting - generic

Unit No.	Unit Standard Title	Level	Credit
7380	Recognise and examine the need for budgeting and other management control concepts	3	3

Sub-field: Business Administration

domain: business administration services

Unit No.	Unit Standard Title	Level	Credit
328	Identify the requirements for a financial administration record system	2	3
329	Process financial information for cash transactions	2	3

FIELD: HUMANITIES

Sub-field: Communication Skills

domain: interpersonal communications

Unit No.	Unit Standard Title	Level	Credit
9679	Participate in formal meetings	4	3
10791	Participate in informal meetings	2	3

domain: writing

Unit No.	Unit Standard Title	Level	Credit
3494	Write a record of a formal meeting	3	3

FIELD: SERVICE SECTOR

Sub-field: Service Sector Skills

domain: service sector - core skills

Unit No.	Unit Standard Title	Level	Credit
376	Employ customer service techniques for differing customer behaviours in a given situation	3	2

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Team Management Strand

All the unit standards listed below are required.

FIELD: COMMUNITY AND SOCIAL SERVICES

Sub-field: Sport

domain: sport management

Unit No.	Unit Standard Title	Level	Credit
4872	Administer a sport team	3	3
4885	Prepare sport information for the media	3	3
13381	Participate in media interviews for recreation or sport	3	3
18039	Administer the finances of a sports team	3	3

FIELD: HEALTH

Sub-field: Health Studies

domain: core health

Unit No.	Unit Standard Title	Level	Credit
6401	Provide first aid	2	1
6402	Provide resuscitation level 2	1	1

3 accreditation option

Evaluation of documentation and visit by representatives of NZQA and Sfrito.

Further accreditation requirements depend on the electives undertaken, and can be found on the unit standards concerned.

4 certification

The certificate will display the logos of NZQA and Sport, Fitness and Recreation Industry Training Organisation.

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(version 4)**5 transition arrangements****5.1 non National Qualifications Framework transition**

None.

5.2 National Qualifications Framework transition**Version 4**

This qualification was reviewed and issued as version 4 in April 2002 to take into account the review of the *Community Recreation* and *Sport* unit standards and industry initiatives.

Changes to structure and content

- Credit total has increased from 63-82 to 66-82.
- The domain of *recreation management including programmes and events* has been split into two domains - *recreation management* and *recreation programmes and events*.
- Unit standard 4872 has decreased in level from 4 to 3.
- Unit standards 2925, 4862, 4885, 7380, 9679, 9681, 13377, 13381 and 18039 have been added.
- Unit standards 327, 497, 1852, 1984, 2950, 4873, 4889, 9676 and 9678 have been removed from the compulsory requirements.
- Greater flexibility in the elective component by increasing the range to a minimum of 11 credits drawn from unit standards anywhere on the National Qualifications Framework.

Any version of a unit standard contained within this qualification which retains its original unit standard identification number will continue to meet the requirements of this qualification.

Sfrito would like to encourage people currently working towards an earlier version of this qualification to transfer their results to the new version to ensure they continue to meet the latest standards, however they may choose to complete an earlier version. The last date for the award of an earlier version of this qualification is 31 December 2004.

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People who feel disadvantaged by these transition arrangements are advised to contact:

Sport, Fitness and Recreation Industry Training Organisation
PO Box 2183
WELLINGTON
Telephone 04 385 9047
Fax 04 385 7024
Email: info@sfrito.org.nz

Previous versions of the qualification

Version 3 was published in May 2000 to take into account the review of the *Community Recreation, Sport, business administration services, and core health studies* unit standards.

Version 2 was published in February 1999 to reflect the outcome of the reviewed *communication skills, core generic and service sector* unit standards.

Version 1 was registered in March 1998.

Comments to:

Sport, Fitness and Recreation Industry Training Organisation
Qualification Revision
PO Box 160
WELLINGTON

by 30 April 2006.

Please Note: Providers must be accredited by the Qualifications Authority before they can offer programmes of education and training assessed against unit standards.

Accredited providers assessing against unit standards must engage with the moderation system that applies to those unit standards.

Prerequisite Diagram