

## National Certificate in Community Recreation (Programme and Event Management) (Level 4)

**Level** 4

**Credits** 65

### Purpose

This national certificate is designed as a pre- or early professional level qualification, and is intended for people with responsibility for running recreation programmes and events. The qualification focuses on the processes of event project management, supported by a foundation in recreation and community development. There is an emphasis on the skills required for working as part of and leading a team.

The compulsory section of this qualification reflects a more focussed approach to health and safety, risk management, and sustainable leadership practices. The elective section provides opportunity for study in a variety of related areas to supplement standards in the compulsory.

This qualification builds on the skills and knowledge recognised by the National Certificate in Community Recreation (Level 3) [Ref: 1289] or the National Certificate in Community Recreation (Aquatics) (Level 3) [Ref: 0937]. It also shares some common standards with and may lead onto the National Certificate in Community Recreation (Programme and Event Management) (Level 5) [Ref: 0940]; the National Diploma in Community Recreation (Facility Management) (Level 5) [Ref: 1251]; the National Certificate in Business (First Line Management) (Level 4) [Ref: 0649]; the National Certificate in Community Recreation (Aquatics) (Level 4) [Ref: 0938]; and the National Certificate in Adult Education and Training (Level 4) [Ref: 0378].

### Special Notes

Entry to the qualification is open, however it is recommended that candidates complete the National Certificate in Community Recreation (Level 3) [Ref: 1289] or the National Certificate in Community Recreation (Aquatics) (Level 3) [Ref: 0937] prior to starting this qualification.

### Credit Range

	Compulsory	Elective
Level 4 credits	42	0-17
Level 5 or above credits	6	0-17
Minimum totals	48	17

## Requirements for Award of Qualification

### Award of NQF Qualifications

Credit gained for a standard may be used only once to meet the requirements of this qualification.

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided in section 7 of the New Zealand Qualifications Authority (NZQA) Rules and Procedures publications available at <http://www.nzqa.govt.nz/ncea/acrp/index.html>.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (ID). Any version of a standard with the same ID may be used to meet qualification requirements that list the ID and/or that specify the past or current classification of the standard.

### Summary of Requirements

- Compulsory standards
- Elective – A minimum of 17 credits as specified

### Detailed Requirements

#### Compulsory

The following standards are required

Business > Business Operations and Development > Systems and Resources Management

ID	Title	Level	Credit
15189	Implement a health and safety plan for a workplace	4	4
18664	Apply sustainable environmental management practices as a workplace supervisor	4	6

Community and Social Services > Community Recreation > Community Development

ID	Title	Level	Credit
18764	Apply the principles and processes of community recreation for community development	4	10

Community and Social Services > Community Recreation > Recreation Management

ID	Title	Level	Credit
4884	Recruit, induct, and manage volunteers in recreation or sport organisations	5	6

Community and Social Services > Community Recreation > Recreation Programmes and Events

ID	Title	Level	Credit
4863	Plan, implement, and evaluate a simple recreational event	4	10
4866	Develop recreational programmes that include people from specified populations	4	4

Community and Social Services > Community Recreation > Recreation Theories

ID	Title	Level	Credit
25079	Explore the impact of trends and issues on recreation in New Zealand	4	5

Humanities > Communication Skills > Writing

ID	Title	Level	Credit
9701	Write proposals	4	3

**Elective**

A minimum of 17 credits at Level 4 or above

Field	Subfield	Domain
Business	Any	Any
Community and Social Services	Community Recreation	Any
Education	Generic Education and Training	Any

**Transition Arrangements**

**Version 2**

Version 2 was issued following a review.

Changes to structure and content

- Credit total decreased from 68 to 65.
- Standard 18764 moved from Elective 1 (of the previous version) to the compulsory section.
- Standards 129, 3491, 6896, 6897, 6898, 13377, 18763 and 18765 removed from the qualification.
- Standards 15189, 18664 and 25079 added to the qualification.
- Elective section reduced from three electives sets to one.
- Subfields and domains in the elective section updated to reflect the future direction of the industry, and the review and subsequent lapsing of the Management subfield.

For detailed information see [Review Summaries](#) on the NZQA website.

People currently working towards version 1 of this qualification may either complete the requirements for that version or transfer their results to version 2 of the qualification. If transferring to version 2, candidates will need to gain the additional standards required.

All existing candidates will be advised of this review and be given the option to complete or transfer.

## NQF Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	March 2002	December 2011
Review	2	September 2008	N/A

## Standard Setting Body

Sport, Fitness and Recreation Industry Training Organisation  
PO Box 2183  
WELLINGTON

Telephone 04 385 9047  
Email [info@srito.org.nz](mailto:info@srito.org.nz)

## Planned Review

Any person or organisation may contribute to the review of this qualification by sending feedback to the standard setting body at the above address.

Next Review	2013
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## Other standard setting bodies whose standards are included in the qualification

NZQA

## Certification

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

## Classification

This qualification is classified according to the NQF classification system and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

NQF Classification		NZSCED	
Code	Description	Code	Description
331	Community and Social Services > Community Recreation	092101	Society and Culture > Sport and Recreation > Sport and Recreation Activities

### Quality Management Systems

Providers and Industry Training Organisations must be accredited by a recognised Quality Assurance Body before they can register credits from assessment against standards. Accredited providers and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Accreditation requirements and the moderation system are outlined in the associated Accreditation and Moderation Action Plan (AMAP) for each standard.