

Title	Plan and run a recreation activity		
Level	3	Credits	4

Purpose	People credited with this unit standard are able to develop and document an activity session plan for a recreation activity, and run and evaluate the recreation activity.
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Classification	Recreation and Sport > Recreation and Sport - Programmes and Events
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Available grade	Achieved
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Guidance Information

1 Range

A recreation activity refers to a complete activity that:

- must be a minimum of 20 minutes and no more than 90 minutes in duration.
- may be one activity within an event that contains a series of activities.
- demonstrates a combination of all of the following factors:
 - a plan
 - an objective
 - a simple structure
 - a maximum group of 30 participants.
- may include a sports activity session, community programme activity, holiday programme activity.

2 Definitions

Organisational requirements refer to the organisation's policies and procedures and include compliance with any applicable legislation, standards, and codes.

Recreation is an activity through which leisure may be experienced and enjoyed.

Recreation involves freely chosen activities engaged in for wellbeing. Recreation activities include: sport, fitness and health, art and crafts, outdoor pursuits, hobbies, continuing education, ngā mahi a te rēhia, and activities with a service orientation. Participation in recreation has individual, community and social benefits.

Outcomes and performance criteria

Outcome 1

Develop and document an activity session plan for a recreation activity.

Performance criteria

- 1.1 Identify the target group for the activity and determine its characteristics.
- Range characteristics may include but are not limited to – age, gender, ethnicity, reason for being together.
- 1.2 Develop an activity session plan and identify and address the activity objectives.
- Range the plan must include – an activity description, activity timeframes, health and safety considerations, venue, equipment, resources, evaluation.
- 1.3 Check to ensure that the activity session plan includes the components and sequence of the session.
- Range components include but are not limited to – introduction, housekeeping, safety, activity instructions, activity and participant supervision, group management, activity closure and equipment management.
- 1.4 Select strategies for maximising participant involvement in the activity session plan.
- Range strategies may include but are not limited to – short and concise instruction delivery, active demonstrations, sufficient equipment and/or resources for full involvement, minimised spectator time, maximum time on task.
- 1.5 Develop a contingency plan for situations that could influence the implementation of the activity.
- Range contingencies may include but are not limited to – poor weather, equipment failure, shortage or unavailability, number of participants, personnel availability.

Outcome 2

Run the recreation activity.

Performance criteria

- 2.1 Implement an activity according to the activity session plan.
- 2.2 Communicate clear, concise, and appropriate instructions to participants in accordance with organisational requirements.
- Range appropriate communication should reflect the characteristics of the target group and may include but is not limited to – stage of growth and development, grasp of English, cultural issues, vocabulary, level of formality or informality required.

2.3 Develop and implement activity protocols in accordance with organisational requirements.

Range activity protocols include – safety, behaviour, demonstrations, distributing and collecting equipment.

2.4 Organise participants to facilitate high levels of involvement during the activity.

Range facilitation may include but is not limited to – signal for gaining attention communicated to participants, utilisation of small groups, minimising waiting time, provision of varied activities matching the participants' abilities, quick transition between activities.

2.5 Observe participants' involvement and give immediate and constructive feedback specific to the activity.

Range measures of involvement may include but are not limited to – demonstration of skills, attitude towards the activity and others, support of others, active contributions, on-task time.

Outcome 3

Evaluate the recreation activity.

Performance criteria

3.1 Evaluate the activity against its objectives and the activity session plan.

3.2 Document the results of the evaluation, including recommendations, in accordance with organisational requirements.

Planned review date	31 December 2029
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	22 March 2005	31 December 2012
Review	2	12 February 2010	31 December 2012
Rollover and Revision	3	20 May 2011	31 December 2026
Review	4	29 August 2024	N/A

Consent and Moderation Requirements (CMR) reference	0099
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Toi Mai Workforce Development Council qualifications@toimai.nz if you wish to suggest changes to the content of this unit standard.