

Title	Plan and prepare for leading an outdoor recreation activity		
Level	4	Credits	15

Purpose	<p>This unit standard is for people who lead groups in an outdoor recreation activity.</p> <p>People credited with this unit standard are able to: plan an outdoor recreation activity for a group; demonstrate knowledge of weather information for an outdoor recreation activity; demonstrate decision making in relation to weather conditions in Aotearoa New Zealand; demonstrate knowledge of risk management procedures for outdoor recreation activities; demonstrate knowledge of emergency response and care in an outdoor recreation environment; and plan to evaluate own performance as a leader of an outdoor recreation activity.</p>
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Classification	Outdoor Recreation > Outdoor Management
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Available grade	Achieved
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Guidance Information

- 1 All learning and assessment against this standard must be carried out in accordance with the following:
 - relevant legislation including Health and Safety at Work Act 2015, Human Rights Act 1993, Vulnerable Children Act 2014 and The Health and Safety at Work (Adventure Activities) Regulations 2016;
 - relevant Activity Safety Guidelines published by WorkSafe New Zealand <https://www.supportadventure.co.nz/advice-resources/general-2/activity-safety-guidelines/>;
 - industry Codes including the *Land Safety Code* <https://www.adventuresmart.nz/land/the-land-safety-code>, and *Leave No Trace* principles <https://leavenotrace.org.nz>;
 - a recognised and approved safety management system including organisational policies and procedures including Emergency Action Plans (EAPs), Standard Operating Procedures (SOPs), incident response management plans and the use of personal protective equipment (PPE);
 - relevant industry publications and current industry good practice.
- 2 **Definition**
Current industry good practice means the range of actions currently accepted within the adventure and outdoor sector to manage the risk of harm to staff, participants, and visitors.

Outcomes and performance criteria

Outcome 1

Plan an outdoor recreation activity for a group.

Performance criteria

- 1.1 Create a plan which identifies outdoor activity goals, key learning points, logical sequence, resources, timeframes, and timing.
- 1.2 Plan for key communication phases with the group.

Range briefings, reviews, feedback.
- 1.3 Identify participant limitations for the demands of the activity and plan for their management.

Range limitations may include but are not limited to – age, physical considerations, medical conditions, pre-existing injuries, cultural considerations.
- 1.4 Identify required equipment, including necessary safety equipment.
- 1.5 Describe contingency plans for a change in weather, group needs, and/or logistical issues.

Outcome 2

Demonstrate knowledge of weather information for an outdoor recreation activity.

Performance criteria

- 2.1 Identify major cloud types, altitudes and commonly associated weather.
- 2.2 Gather weather information and describe expected weather conditions for the specified outdoor recreation area.

Range minimum two sources of weather.
- 2.3 Compare current local weather conditions and a current weather forecast and identify differences for a specified outdoor activity area.
- 2.4 Identify and explain weather changes and conditions commonly associated with the onset of fronts.

Range warm front, cold front.

Outcome 3

Demonstrate decision making in relation to weather conditions in Aotearoa New Zealand.

Performance criteria

- 3.1 Justify suitability of a chosen outdoor recreation activity in relation to current local weather conditions and the weather forecast.
- 3.2 Identify the possible impact of weather conditions on outdoor recreational activities.
- Range three different weather conditions.
- 3.3 Explain the decision-making process to make changes to gear and equipment, time frames, or location, or to cancel the outdoor recreation activity due to weather.

Outcome 4

Demonstrate knowledge of risk management procedures for outdoor recreation activities.

Performance criteria

- 4.1 Explain the dimensions of risk for a selected outdoor recreation activity in terms of severity and frequency.
- 4.2 Explain the purpose and use of hazard identification and risk management tools used in the outdoor recreation industry.
- 4.3 Explain incident procedures and reporting according to health and safety policy and procedure.

Outcome 5

Demonstrate knowledge of emergency response and care in an outdoor recreation environment.

Performance criteria

- 5.1 Explain the initial response to an emergency care situation during an outdoor recreation activity in terms of ensuring the safety of the first responder, group and patient.
- Range initial response includes but is not limited to – minimising harmful environmental conditions, establishing a 'safe' area for group members, establishing communications.
- 5.2 Explain the need for group and resource management in terms of establishing and maintaining group morale and safety, and delegation of appropriate tasks using effective communication.
- 5.3 Explain the procedure for the handling of serious harm and notifiable events according to organisations requirements.

5.4 Describe what information is to be communicated to outside help or emergency services.

5.5 Describe factors affecting a decision to evacuate a patient and/or group.

Outcome 6

Plan to evaluate own performance as a leader of an outdoor recreation activity.

Performance criteria

6.1 Plan opportunities to collect feedback on the planning and leadership of outdoor recreation activity from a variety of sources.

Range includes but is not limited to – self, participants, peers.

6.2 Reflect on own performance, and identify and justify aspects for further improvement.

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	23 November 2017	31 December 2026
Review	2	12 December 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.