Title	**Determine and develop the competencies of EOTC event and activity leaders and assistants**		
Level	**6**	**Credits**	**10**

Purpose	People credited with this unit standard are able to: determine and check the competencies of leaders and assistants for events and activities in an EOTC programme; and develop and critique event and activity leaders and assistants in delivering EOTC events and activities.

Classification	Outdoor Recreation > Outdoor Education Outside The Classroom (EOTC) Leadership

Available grade	Achieved

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 and Human Rights Act 1993, Vulnerable Children's Act 2014 and The Health and Safety at Work (Adventure Activities) Regulations 2016;
- *The New Zealand Curriculum* and/or *Te Marautanga o Aotearoa*; EOTC Guidelines – Bringing the Curriculum Alive 2016;
- industry Codes of Conduct, the Outdoor Safety Code and 'Leave No Trace' principles;
- 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);
- current industry good practice.

2 Definitions
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.
EOTC means Education Outside The Classroom and, for the purposes of this unit standard, must be undertaken within an outdoor setting.
EOTC activity means a single activity, such as a rocky shore or geography field trip.
Wellbeing refers to health, behavioural and/or cultural needs of the participants.
EOTC event is an event that involves multiple groups and activities, such as a sports tournament, stage challenge or outdoor education camp.
EOTC programme is a programme of EOTC events and activities that extends over a term or year and involves a class or classes.

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PCBU means a Person Conducting Business or Undertaking and, in terms of this unit standard, refers to external providers used to support the delivery of EOTC activities or the full school-wide EOTC programme within outdoor settings.

3 Further information regarding industry guidelines, key definitions and other relevant information can be found within the Education Outside The Classroom (EOTC) programme guidance document. This document should be consulted when developing learning or assessment against this unit standard. It can be found at www.skillsactive.org.nz.

Outcomes and performance criteria

Outcome 1

Determine and check the competencies of leaders and assistants for events and activities in an EOTC programme.

Performance criteria

1.1 Determine the competencies of EOTC event and activity leaders and assistants for their role.

Range includes – delivery of learning outcomes, use of suitable pedagogy, group management, suitability to work with young people, communication, completing required EOTC documentation, following safety policies and procedures.

1.2 Determine the need for a PCBU to deliver the EOTC programme, event and/or activity.

1.3 Check that the selected PCBU matches identified competency requirements and document each parties' responsibilities and duties within the delivery and evaluation of the EOTC programme and/or activity.

Outcome 2

Develop and critique leaders and assistants in delivering EOTC events and activities.

Performance criteria

2.1 Develop professional learning pathways for individual event and activity leaders and assistants to extend their competency.

2.2 Develop the competency of EOTC event and activity leaders and assistants for their role.

Range competencies may include but are not limited to – delivery of learning outcomes, use of suitable pedagogy, group management, communication, minimal impact and leave no trace principles.

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2.3 Develop the competency of event and activity leaders and assistants in safety management.

Range includes – completing required EOTC documentation, following safety policies and procedures.

2.4 Develop competency of event and activity leaders and assistants to respond effectively in an emergency.

Range includes – emergency response protocols, roles and responsibilities, communication.

2.5 Critique performance of event and activity leaders and assistants and provide constructive feedback.

Range may include critique of – links to curriculum, facilitation of learning, group management, EOTC procedures for activities and/or events.

2.6 Develop plan for ongoing review and feedback on the competencies of event and activity leaders and assistants.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	30 August 2018	31 December 2026
Review	2	18 December 2025	31 December 2026

Consent and Moderation Requirements (CMR) reference	0099

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

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