

National Unit Specification: general information

UNIT	Sport and Recreation: Employment Opportunities in the Sport and Recreation Industry (Intermediate 2)
CODE	DX0F 11
COURSE	Sport and Recreation (Intermediate 2)

SUMMARY

This Unit is a mandatory Unit of the Course Sport and Recreation (Intermediate 2) and has been designed to be taken as part of that Course. In this Unit the candidate will source information about career pathways and identify the skills, qualifications and experience needed to pursue these. This will allow them to map their own skills, qualifications and experience against industry requirements. Using this information they are required to identify areas where further training is required. Finally candidates will be required to meet with the person responsible to design a career plan, which is reviewed on two occasions.

This Unit is suitable for candidates with no previous experience but will also provide progression for candidates who have completed the Intermediate 1 Course or Units.

OUTCOMES

- 1 Identify career pathways and relevant skills, qualifications and experience required to progress into employment in the sport and recreation industry.
- 2 Map and review personal skills, qualifications and experience against career options in the sport and recreation industry.
- 3 Develop a personal career action plan based on experience in sport and recreation.

RECOMMENDED ENTRY

Entry is at the discretion of the centre.

Administrative Information

Superclass:	HC
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National Unit Specification: general information (cont)

UNIT Sport and Recreation: Employment Opportunities in the Sport and Recreation Industry (Intermediate 2)

CREDIT VALUE

0.5 credit at Intermediate 2 (3 SCQF credit points at SCQF level 5*).

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

CORE SKILLS

There is no automatic certification of Core Skills in this Unit.

Opportunities for developing aspects of Core Skills are highlighted in *Guidance on Learning and Teaching Approaches for this Unit*.

National Unit Specification: statement of standards

UNIT Sport and Recreation: Employment Opportunities in the Sport and Recreation Industry (Intermediate 2)

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit specification. All sections of the statement of standards are mandatory and cannot be altered without reference to the Scottish Qualifications Authority.

OUTCOME 1

Identify career pathways and relevant skills, qualifications and experience required to progress into employment in the sport and recreation industry.

Performance Criteria

- (a) Gather information about career opportunities from a variety of sources.
- (b) Collect information about the relevant skills, qualifications and experience necessary to progress into the sport and recreation industry.
- (c) Map relevant industry skills, qualifications and experience against the information gathered about career opportunities.

OUTCOME 2

Map and review personal skills, qualifications and experience against identified career options in the sport and recreation industry.

Performance Criteria

- (a) Identify own personal skills, qualifications and experience.
- (b) Map these personal skills, qualifications and experience against industry requirements.
- (c) Identify own strengths and weaknesses.

OUTCOME 3

Develop a personal career action plan based on experience in sport and recreation.

Performance Criteria

- (a) With the person responsible, design a career plan, incorporating short- and long-term goals.
- (b) Identify areas where further training is required.
- (c) Review the plan on two occasions with the person responsible and make necessary amendments.

National Unit Specification: statement of standards (cont)

UNIT Sport and Recreation: Employment Opportunities in the Sport and Recreation Industry (Intermediate 2)

EVIDENCE REQUIREMENTS FOR THIS UNIT

Evidence that covers all the Outcomes and Performance Criteria is required. This should take the form of the following written and/or oral recorded evidence:

- ◆ information on a minimum of three career or further education opportunities, eg job adverts, college prospectuses, magazines, newspapers, print-out of websites
- ◆ information on skills, qualifications and experience required, eg Regulatory and National Governing Body qualifications, National Courses, school/college certificates, SVQs, Register for Exercise Professionals, communication skills, target setting, health and safety awareness, specified length of experience
- ◆ personal skills, qualifications and experience reviewed and mapped against a minimum of two career options
- ◆ personal career action plan for an identified career, showing short and long-term goals including training needs, reviewed on two occasions

Evidence should be gathered at appropriate points throughout the Unit.

The NAB item for this Unit provides templates for the documents required. These exemplify the national standard. Centres wishing to develop their own assessments should refer to the NAB to ensure that they are of a comparable standard. It is recommended that these are submitted to SQA for moderation prior to use.

National Unit Specification: support notes

UNIT Sport and Recreation: Employment Opportunities in the Sport and Recreation Industry (Intermediate 2)

This part of the Unit Specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 20 hours.

GUIDANCE ON THE CONTENT AND CONTEXT FOR THIS UNIT

Candidates should be given access to information about the sport and recreation industry (which includes fitness) such as industry magazines and papers, the Internet, National Governing Body information (qualification syllabus), college prospectuses, newspapers.

This Unit focuses on finding out about the types of employment skills, qualifications and experience in the sport and recreation industry. The emphasis is on the candidate:

- ◆ gathering information on different employment/further education/training opportunities, for example job adverts, college prospectuses, information from the Institute of Leisure and Amenities Management (ILAM) or the Institute of Sport and Recreation Management (ISRM)
- ◆ collecting information about the skills, qualifications and experience required

Candidates will be required to compile a list of their own personal skills, qualifications and experience and map these against the information gathered on career opportunities and industry requirements. It will be important for the candidates to identify their own strengths and weaknesses, for example, mapping the skills, qualifications and experience which they have against those they need. This will then highlight important areas where further training is required.

With the person responsible, the candidate will draw up a career plan which incorporates both short- and long-term goals. The plan will be reviewed on two occasions over the duration of this Unit, ideally as part of the complete Course, ensuring that necessary amendments made.

GUIDANCE ON LEARNING AND TEACHING APPROACHES FOR THIS UNIT

It will be important to ensure that the person responsible provides candidates taking this Unit with advice and guidance to gather information on career opportunities.

Candidates will need access to a variety of resources in order to collect information about their career opportunities. This may come from a large variety of sources, some examples are — job adverts in newspapers, magazines, websites, school or college intranet systems, Job Centre, job boards in centres/organisations, college prospectuses. Candidates will need to be provided with access to information on the skills, qualifications and experience that are required in the industry for the specific job roles they select, for example, National Governing Body qualifications, school or college qualifications/certificates, SVQs, length of experience needed to work in the industry. Once the candidate has gained the relevant information, they will need to map their skills, qualifications and experience against two selected careers. This will give the candidate a clear understanding of what is required for specific job roles and the relevant skills, qualifications and experience needed to work in those roles in the sport and recreation industry.

National Unit Specification: support notes (cont)

UNIT Sport and Recreation: Employment Opportunities in the Sport and Recreation Industry (Intermediate 2)

It is important for candidates to review their own personal skills and use this information to map these against the information gathered previously. It will be important for the candidate to identify their strengths and weaknesses and identify areas where further training is required, for example, attending National Governing Body training and/or assessment Courses, continuing in further education, completing a vocational training Course, eg Skillseekers, Modern Apprenticeship, Skills for Work Course.

Candidates will gather all relevant information together and present this to the person responsible. This information will be used to design a career plan which will incorporate both short- and long-term goals. The progress of the candidate must be reviewed, with the person responsible, on two occasions, ideally as part of the complete Course, ensuring that necessary amendments made.

Employability Skills

On completion of this Unit, the candidate will have had opportunities to develop the following employability skills:

Working co-operatively with others	*Review and self-evaluation	
Taking advice	*Setting targets for self	*Positive attitude to learning

Achievement in a number of these employability skills (those marked with an asterisk) will be clearly identified as a result of the evidence generated through the assessment activities for this Unit. There are opportunities in the Unit to develop the remaining skills.

Core Skills

In this Unit, candidates will be involved in planning and reviewing in relation to career planning. This gives the opportunity to develop aspects of the Core Skill of problem solving.

The opportunity could be taken to emphasise that the employability skills and the relevant Core Skills indicated above, are skills which apply to a wide range of situations both in everyday life and in employment.

National Unit Specification: support notes (cont)

UNIT Sport and Recreation: Employment Opportunities in the Sport and Recreation Industry (Intermediate 2)

GUIDANCE ON APPROACHES TO ASSESSMENT FOR THIS UNIT

Evidence that covers all the Outcomes and Performance Criteria is required. This should take the form of the following written and/or oral recorded evidence:

- ◆ information on a minimum of three career or further education opportunities, eg job adverts, college prospectuses, magazines, newspapers, print-out of websites
- ◆ information on skills, qualifications and experience required, eg Regulatory and National Governing Body qualifications, National Courses, school/college certificates, SVQs, Register for Exercise Professionals, communication skills, target setting, health and safety awareness, specified length of experience
- ◆ personal skills, qualifications and experience reviewed and mapped against a minimum of two career options
- ◆ personal career action plan for an identified career, showing short and long term goals including training needs, reviewed on a minimum of two occasions

Evidence should be gathered at appropriate points throughout the Unit.

The NAB item for this Unit provides templates for the documents required. These exemplify the national standard. Centres wishing to develop their own assessments should refer to the NAB to ensure that they are of a comparable standard. It is recommended that these are submitted to SQA for moderation prior to use.

As part of the formative assessment of the Unit, centres may also wish to use a candidate review sheet that encourages candidates to identify progress in some of the employability skills not covered by the formal assessment outlined above.

Assessor observation checklists and other assessment records should be maintained and kept up to date to keep track of candidate progress and to provide evidence for internal and external moderation purposes.

CANDIDATES WITH DISABILITIES AND/OR ADDITIONAL SUPPORT NEEDS

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* (www.sqa.org.uk).