



Sporting Events: Volunteering Experience

SCQF level 4

Unit Code: F99A 10

30 hour Unit

What is this Unit about?

In this Unit you will be able to learn what it is to be a volunteer at sporting events. It will give you the opportunity to explore the recruitment and selection of volunteers takes place and what kind of operation roles there are. You will also be given the opportunity, as part of this Unit, to take part in volunteering activities and review the experience.

What should I know or be able to do before I start?

No prior experience required before you begin this Unit. Experience in sporting events and being able to take part in at least 30 hours (5 hours planning, 20 hours volunteering, 5 hours reviewing). It would be beneficial that the following Units run in conjunction with the following:

- ◆ Sporting Events: Volunteering
- ◆ Sporting Events: Equality and Diversity in Sport
- ◆ Sporting Events: Customer Care
- ◆ Sporting Events: Accidents and Emergencies
- ◆ Sporting Events: Safety Awareness
- ◆ Sporting Events: Conflict Resolution
- ◆ Sporting Events: Volunteering Teams

What do I need to do?

You will need to carry out each of the following tasks:

Task 1

Prepare for volunteering at sporting events.

- ◆ Identify volunteering roles in a sporting event which match your own skills and abilities.
- ◆ Take part in the selection processes for volunteering in sporting events.

Task 2

Participate in volunteering events.

- ◆ Take part in volunteering at sporting events.
- ◆ Meet organisations procedures and policies for health, safety and behaviour.

Task 3

Review volunteering experience.

- ◆ Gather feedback from your volunteering experience.
- ◆ Describe your volunteering experience.
- ◆ Identify your strengths and weaknesses.

How do I get this Unit?

- ◆ Identify a volunteering role and undertake in the recruitment process of becoming a volunteer.
- ◆ Take part in at least 20 hours of volunteering, meeting the organisation's policies and procedures at all times.
- ◆ Review your volunteering experience and identify own strengths and weaknesses

What might this involve?

- ◆ Identifying a volunteering role to undertake.
- ◆ Take part in the volunteer recruitment process.
- ◆ Undertake volunteering for at least 20 hours and ensure that you comply with the organisations policies and procedures and log your experiences.
- ◆ Review your volunteer experience.

What can I do next?

- ◆ Complete other Units within the group award:
 - Sporting Events: Volunteering
 - Sporting Events: Equality and Diversity in Sport
 - Sporting Events: Customer Care
 - Sporting Events: Accidents and Emergencies
 - Sporting Events: Safety Awareness
 - Sporting Events: Conflict Resolution
 - Sporting Events: Volunteering Teams
- ◆ Participate in volunteering activities in a sporting event
- ◆ Identify other opportunities which are of interest to you
- ◆ Take part in volunteer taster sessions

Guidance for tutors

This Unit is to introduce candidates how to become a volunteer at sporting events and review their experience. This Unit does allow for role-play activities to assist the candidate to familiarise themselves with certain aspects of the volunteer recruitment processes, however, the candidate should take part in volunteering for a sporting event. This should last for approximately 20 hours, which can be over a period of time.

Practical role play tasks in prepared scenarios should feature in the learning and teaching programme, for example, taking part in recruitment processes, such as, interview techniques, mock interviews, etc.

For Task 1, for the first part of this task, candidates will need to identify what they would like to volunteer in, based on their skills and abilities. Candidates will take part in the recruitment processes for volunteering which could involve role-play activities to assist the candidate's learning and experience.

- ◆ *Recruitment processes:* application form completion, detailing candidate skills and achievements, CVs, letter writing, interviews. This list is not exhaustive.

Tasks 1 and 2 may be linked together for the candidate to produce evidence for their assessment.

For Task 2, Candidates will have to take part in a volunteering experience which will last for approximately 20 hours (the candidate may wish to have more than one volunteering experience which will total the approximate 20 hours). The Volunteering must take place after the start of the Unit.

During the volunteering experience, candidates will have to ensure that the relevant policies and procedures for health, safety and behaviour are met at all times.

Candidates should keep a log of their volunteering activities for assessment purposes.

For Task 3, the candidate is required to review their volunteering experiences, by gathering any feedback, for example, given to them from the organisation where they took part in volunteering. Candidates are then required to briefly describe their volunteering experiences and identify their strengths and weaknesses.

This Unit can be linked in with aspects of the following Units to be able to complete the 20 hours volunteering time:

- ◆ Sporting Events: Customer Care
- ◆ Sporting Events: Equality and Diversity
- ◆ Sporting Events: Safety Awareness

Core Skills

There is no automatic certification of Core Skills or Core Skill components in this Unit, however, aspects of the Core Skill *Working with Others* may be signposted.

Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required.

Further advice can be found in SQA's web pages (www.sqa.org.uk)



Administrative information

Credit value

1 credit at (SQA level 4) (6 SCQF credit points at SCQF level 4)

Unit code: F99A 10
Superclass: PM
Publication date: July 2010
Source: Scottish Qualifications Authority
Version: 01

Helpdesk: 0845 279 1000
Fax: 0845 213 5000
E-mail: customer@sqa.org.uk
Website: www.sqa.org.uk

Optima Building
58 Robertson Street
Glasgow
G2 8QD

Ironmills Road
Dalkeith
Midlothian

© Scottish Qualifications Authority 2010