



Certificate III in Sport & Recreation (SRO30106)

About SportFutures

SportFutures is an initiative of the State Sport Centres Trust (SSCT) to deliver quality traineeship programs to the sport and recreation industry.

The traineeship programs offered by SportFutures are nationally accredited and delivered by the SSCT's Registered Training Organisation, the MSAC Institute of Training. These programs are designed to assist organisations to increase the knowledge and experience of their staff working in the sport and recreation industry, through a structured workplace-based training program.

Qualifications available for delivery include:

- Certificates II, III and IV in Sport & Recreation
- Certificates II, III and IV in Community Recreation
- Certificates III and IV in Fitness



Course Overview

The Certificate III in Sport & Recreation is designed for employees undertaking general industry and general administration work. This program may also work in areas such as coaching and instruction, working with clients with disabilities, events, hospitality, sports administration or using technology.

Occupations relevant to this qualification include Sport and Recreation Administrative Officer, Recreation Facility Team Leader, Sports Event Coordinator, Coach or Sports Marketing Coordinator.

Training Strategy

The MSAC Institute of Training develops a customised training strategy with clients to select the best training delivery options. The strategy is unique to each business and meets the needs of both clients and their employees.

The MSAC Institute of Training can provide customised training to clients through a range of flexible delivery options including:

- workplace-based training
- training workshops in small groups
- individual training and mentoring
- off-the-job training at the MSAC in Albert Park
- combined options of training delivery

Traineeship Benefits

- people trained to your business requirements
- a range of financial incentives for eligible employers
- nationally recognised qualifications and competencies
- flexible part-time, full-time or school-based traineeship options
- student use of the Melbourne Sports & Aquatic Centre

Victorian Traineeship durations

Full Time: 18 months

Part Time: 36 months

Please contact the MSAC Institute of Training for information on traineeship durations in others States.

Course Structure & Content

To achieve this qualification, the learner must be assessed as competent in all required core, specialisation and elective units as outlined below.

CORE UNITS

Core units are essential – all core units must be completed.

| | |
|------------|---|
| BSBCM302A | Organise personal work priorities and development |
| BSBFLM303A | Contribute to effective workplace relationships |
| ICAITU006C | Operate computing packages |
| SRXFAD002A | Provide advanced first aid response |
| SRXGCSO04A | Meet client needs and expectations |
| SRXGCST03A | Process client complaints |
| SRXINU002A | Apply sport and recreation law |
| SRXOHS001B | Follow defined Occupational Health and Safety policies and procedures |
| SRXRIK001A | Undertake risk analysis of activities |

SPECIALISATIONS

(select 1 specialisation, and complete all units within the specialisation)

Specialisations – the learner should select one relevant specialisation from those listed below, and must complete all units within the specialisation.

Events and facilities

| | |
|------------|---|
| SRXEVT001B | Coordinate guest/delegate registrations at venue |
| SRXFAC003B | Implement facility maintenance programs |
| SRXRES001B | Educate the public on the safe use of a sport and recreational resource |
| SRXRES002B | Improve client awareness and implementation of environmental management practices |
| THTFME03A | Develop and update events industry knowledge |

General administration

| | |
|------------|---|
| BSBADM307A | Organise schedules |
| BSBADM308A | Process payroll |
| BSBADM309A | Process accounts payable and receivable |
| BSBADM310A | Maintain a general ledger |
| BSBCM307A | Maintain business resources |
| BSBCM308A | Maintain financial records |

Retail

| | |
|----------|--|
| WRR15A | Maintain and order stock |
| WRRM3B | Coordinate product presentation |
| WRRS3B | Coordinate sales performance |
| WRRSS10B | Recommend sporting products and services |

Sales and marketing

| | |
|------------|--|
| BSBMKG301A | Research the market |
| BSBMKG302A | Identify marketing opportunities |
| BSBMKG303A | Draft an elementary marketing audit report |
| BSBSLS301A | Develop product knowledge |
| BSBSLS302A | Identify sales prospects |
| BSBSLS303A | Present a sales solution |
| BSBSLS304A | Secure prospect commitment |
| BSBSLS305A | Support post sales activities |
| BSBSLS306A | Self-manage sales performance |

ELECTIVE UNITS

A minimum of five units of study are to be selected in consultation with the MSAC Institute of Training. Units selected must be relevant to the occupational outcome sought and should be appropriate to the Australian Qualifications Framework level.

For more advice on selecting specialisation and elective units, please contact the MSAC Institute of Training

About the MSAC Institute of Training

The MSAC Institute of Training is a state of the art training centre for the sport and recreation industry, located at the historical Sports House in Albert Park.

The MSAC Institute of Training specialises in the provision of aquatic, sports, recreation and leisure management training, drawing on the expertise of two of Victoria's premier sporting facilities, the Melbourne Sports & Aquatic Centre (MSAC) and the State Netball and Hockey Centre (SNHC)

As a Registered Training Organisation we offer a unique mix of education programs, consultancy services and professional development events. Our training pathways are widely recognised by industry and provide participants with either genuine career pathways or the required knowledge and skills for career advancement.



The MSAC Institute of Training's clients include:

- Melbourne Sports & Aquatic Centre
- City of Maroondah
- Victorian Institute of Sport
- Melbourne 2006 Commonwealth Games Corporation
- Department of Primary Industries
- Department of Sport & Recreation, Queensland
- City of Greater Geelong
- City of Stirling
- Hockey Victoria
- Deakin
- City of Casey
- Bayside City Council
- Banyule City Council

To get started or for more information

For more information on the Certificate III in Sport & Recreation, please contact the MSAC Institute of Training.



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