



Australian Government

AURBTA3007 Provide mechanical support to cycling events

Release 1

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Modification History

Release	Comment
Release 1	Replaces AURB354501A Provide mechanical support to cycling events Unit code updated to meet policy requirements. Reference to OHS legislation replaced with new WHS legislation

Unit Descriptor

Unit descriptor	<p>This unit of competency describes the skills and knowledge required to work effectively as a support mechanic in professional or amateur competitions or organised recreational cycling events.</p> <p>It includes meeting event employment requirements, managing daily work activities and contributing to the effective working of the support team.</p> <p>Licensing, legislative, regulatory or certification requirements may apply to this unit in some jurisdictions. Users are advised to check with the relevant regulatory authority.</p>
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Application of the Unit

Application of the unit	<p>This unit applies to individuals who work or volunteer as a bicycle mechanic in organised cycling events.</p> <p>Work requires individuals to demonstrate discretion, judgement and problem-solving skills in managing own work activities and contributing to a productive team environment.</p>
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Research types of events and employment opportunities	1.1. Identify structure of the competitive/recreational bicycle sector, including roles and functions of sport, community and industry associations/bodies 1.2. Research major cycling events and employment opportunities 1.3. Assess own skills and identify training needs 1.4. Determine career goals and employment opportunities
2. Meet employment requirements	2.1. Identify roles and responsibilities of mechanics in a bicycle event/competition 2.2. Complete application process 2.3. Identify and comply with obligations to employers and others, including confidentiality requirements 2.4. Identify lines of communication and authority 2.5. Identify and comply with event regulations, team expectations and policies and procedures 2.6. Identify principles and methods of gaining and maintaining personal health and fitness levels appropriate to job role, including rest requirements 2.7. Develop and maintain own technical skills through work experience and practice 2.8. Research developments in bicycle technology and mechanical techniques
3. Prepare for event	3.1. Confirm team arrangements for travel/arrival and ensure all documentation is complete 3.2. Select tool and equipment requirements and check for availability and good condition 3.3. Select and prepare spare parts, wheels and bicycles 3.4. Pack tools and equipment safely for transportation 3.5. Select and prepare personal items to allow for effective rest and hygiene
4. Provide mechanical support	4.1. Identify and follow applicable workplace health and safety (WHS) requirements and event regulations 4.2. Confirm own work role and responsibilities 4.3. Establish lines of communication 4.4. Assemble temporary work station and associated fittings, if required, in accordance with team requirements and event regulations 4.5. Prepare support vehicle, if required, in accordance with team requirements and event regulations

ELEMENT	PERFORMANCE CRITERIA
	<p>4.6. Perform mechanical repairs and adjustments within designated timeframes and to team standards</p> <p>4.7. Use mechanical knowledge to provide functional repairs when optimal solutions are not possible</p> <p>4.8. Obtain client approval before commencing work, where appropriate</p> <p>4.9. Seek assistance from appropriate persons when difficulties arise</p> <p>4.10. Maintain personal workspace in a well organised and safe condition in accordance with team and event standards</p> <p>4.11. Maintain tools and equipment in a clean and operational manner</p> <p>4.12. Manage rest requirements to maintain work standards and output</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Required skills include:

- technical skills to the level required to carry out work role, including setting up workstation, using and maintaining tools and equipment and performing repairs and adjustments on bicycles
- communication skills to the level required to communicate effectively regarding work requirements with supervisor, other team members and clients, to report work outcomes and problems, and to relate to people from a range of social, cultural and ethnic backgrounds and of varying physical and mental abilities
- literacy skills to the level required to collect, organise and understand information related to organised cycling events, including roles and responsibilities, event regulations and requirements, and potential career paths
- numeracy skills to the level required to interpret technical information and complete specified tasks using calculations and measuring devices
- problem-solving skills to the level required to develop solutions to unpredicted situations, clarify work instructions and resolve conflict
- team skills to the level required to work effectively and cooperatively with others to optimise workflow and productivity

Required knowledge

Required knowledge includes:

- cycling event categories
- roles and structure of Australian and international cycling regulatory bodies
- calendar of various Australian and international bicycle events
- roles within support teams and their relationship with one another
- authority and communication lines within support teams
- repair and maintenance techniques for bicycles and components in a race or event environment
- tooling and equipment used by mechanical support teams
- temporary workshop layout and organisation
- principles and methods of gaining and maintaining health and fitness, including nutritional requirements
- communication principles and techniques
- conflict resolution principles and techniques
- applicable commonwealth, state or territory legislation, regulations, standards and codes of practice, including WHS, personal safety and environment, relevant to bicycle repairs
- organisational policies and procedures, including quality requirements, reporting and recording procedures, and work organisation and planning processes, related to bicycle repairs

Evidence Guide

EVIDENCE GUIDE	
<p>The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p>	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	<p>Assessors must be satisfied that the candidate can competently and consistently:</p> <ul style="list-style-type: none"> • perform mechanical support activities in a cycling event for a minimum duration of one (1) day on at least two (2) occasions, including: <ul style="list-style-type: none"> • working to required team/event standards • identifying and applying team requirements, controlling body and event category rules and regulations • correctly applying safety procedures and using personal protective equipment • working effectively with others • modifying activities to cater for variations in workplace context and environment • maintain and apply knowledge of current bicycle technology.
Context of, and specific resources for assessment	<ul style="list-style-type: none"> • The application of competency is to be assessed in the workplace or a simulated environment that reflects as far as possible the actual working environment. • Assessment is to occur using standard and authorised work practices, safety requirements and environmental constraints. • Assessment is to comply with relevant regulatory requirements, including specified Australian standards. • Where applicable, reasonable adjustment must be made to work environments and training situations to accommodate ethnicity, age, gender, demographics and disability. • The following resources should be made available: <ul style="list-style-type: none"> • information relevant to cycling bodies/organisations and events • equipment and tooling appropriate to work operations in a cycling event environment • computer with internet connection • workplace documentation.
Method of assessment	<ul style="list-style-type: none"> • Assessment must satisfy the endorsed Assessment Guidelines of this Training Package. • Assessment methods must confirm consistency and accuracy of

EVIDENCE GUIDE	
	<p>performance (over time and in a range of workplace relevant contexts) together with application of Required Skills and Knowledge.</p> <ul style="list-style-type: none"> • Assessment methods must be by direct observation of tasks and include questioning on Required Skills and Knowledge to ensure its correct interpretation and application. • Assessment may be applied under project-related conditions (real or simulated) and require evidence of process. • Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances. • Competence in this unit may be assessed in conjunction with other functional units which together form part of the holistic work role.
Guidance information for assessment	Assessment processes and techniques must be culturally sensitive and appropriate to the language and literacy capacity of the candidate and the work being performed.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Cycling events

Cycling events may include:

- road, track, cross or mountain races/competitions
- community and charity recreational events
- local, national or international events

Personal attributes

Personal attributes may include:

- knowledge of tooling and equipment and specific work area functions
- commitment, responsibility and preparedness for work, including working flexible hours to meet deadlines
- confidentiality and ethical work practices
- contribution to the overall effectiveness of the business

Setting up a temporary work location

Setting up a temporary work location may involve:

- installation of floor matting
- set-up of tables and benches
- installation of temporary lighting
- erection of temporary fencing
- erection of bicycle storage facilities
- positioning of tooling and equipment, including portable bicycle stands
- positioning of spare parts, components and specialist tools
- installation of computing and communication equipment
- installation of fire fighting and environmental protection equipment (e.g. cleaning agents and disposal containers)
- erection of promotional signage and security barriers

Tools and equipment

Tools and equipment may include:

- portable bicycle stand
- general and specialist hand tools
- spare parts
- lubricants
- hydraulic fluid
- tapes
- various nuts, bolts, screws and fasteners

RANGE STATEMENT	
	<ul style="list-style-type: none"> • pump • compressor • cleaning products and rags • ear protection, eye protection and disposable gloves • first aid kit
Mechanical repairs	<p>Mechanical repairs may include:</p> <ul style="list-style-type: none"> • racing bicycle preparation • track support • wheel changes and repairs • tyre and tube replacement • repairs to brake, drivetrain, and steering and suspension systems and components • replacement of damaged parts • installation of additional parts, including cycle computers, bar ends and rear racks • bicycle wash • bicycle/body fit adjustments
Information/documents	<p>Information/documents may include:</p> <ul style="list-style-type: none"> • bicycle racing organisations for road bikes and off-road bikes • other bicycle organisations and regional event organising bodies • bicycle websites and periodical publications • racing rules and regulations • event policies and procedures relating to use of work areas, authorities and lines of communication • work procedures relating to the use of tools and equipment • manufacturer/component supplier specifications and application procedures for materials, tools and equipment • Australian Design Rules
WHS requirements	<p>WHS requirements are to be in accordance with applicable commonwealth, state or territory legislation and regulations, and organisational safety policies and procedures, and may include:</p> <ul style="list-style-type: none"> • personal protective equipment and clothing • safety equipment • first aid equipment • hazard and risk control • elimination of hazardous materials and substances • manual handling, including shifting, lifting and carrying • emergency procedures

RANGE STATEMENT	
Legislative requirements	<p>Legislative requirements are to be in accordance with applicable commonwealth, state or territory legislation, regulations, certification requirements and codes of practice, and may include:</p> <ul style="list-style-type: none"> • award and enterprise agreements • industrial relations • Australian standards • Australian Design Rules • confidentiality and privacy • WHS • the environment • equal opportunity • anti-discrimination • relevant industry codes of practice • duty of care
Environmental requirements	<p>Environmental requirements may include:</p> <ul style="list-style-type: none"> • waste management • noise • dust • clean-up management
Quality requirements	<p>Quality requirements may include:</p> <ul style="list-style-type: none"> • regulations, including Australian standards • internal organisational quality policies and procedures • enterprise operations and procedures
Organisational policies and procedures	<p>Organisational policies and procedures may include:</p> <ul style="list-style-type: none"> • quality policies and procedures, including Australian standards • WHS, sustainability, environment, equal opportunity and anti-discrimination • manufacturer specifications and industry codes of practice • safe work procedures • reporting and recording procedures

Unit Sector(s)

Unit sector	Bicycle
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Co-requisite units

Not applicable.

Competency field

Competency field	Technical
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