



Australian Government

**Assessment Requirements for BSBLIB503
Develop and promote activities, events and
public programs**

Release: 1

Assessment Requirements for BSBLIB503 Develop and promote activities, events and public programs

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 2.0.

Performance Evidence

Evidence of the ability to:

- research, plan, develop and promote activities, events or public programs to meet specified needs
- conduct and evaluate effectiveness of activities, events or public programs.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify subject matter around which activities, events or public programs are developed
- outline features of typical policies, procedures and practices relating to provision of activities, events and public programs
- explain the concept of sustainable practice and its relevance to development of public programs
- identify sources of advice and specialist assistance for activity development
- discuss techniques for planning and scheduling activities, events and public programs
- outline interpretation techniques suitable for a wide range of audiences
- identify resources for planning, promoting, delivering and evaluating activities, events and public programs
- explain cultural protocols to be observed in developing programs, including those relating to Aboriginal or Torres Strait Islander contexts
- identify copyright, moral rights, privacy and intellectual property issues and legislation that impact development of activities, including those relevant to Aboriginal and Torres Strait Islander cultures, child protection and trade practices.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Library – Exhibitions and Visitor Programs field of work and include access to:

- access to organisational documentation, equipment and resources relevant to the activity, event or public program
- realistic workplace constraints, such as:
 - budget
 - space limitations
 - resource constraints
 - availability of staff.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>