



Australian Government

RGRSS00064 Racing Club Administration Skill Set

Release 1

RGRSS00064 Racing Club Administration Skill Set

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 2.0.

Description

This skill set provides the knowledge and skills for individuals who undertake administrative duties at a racing club in the greyhound, harness or thoroughbred codes.

Pathways Information

These units of competency provide credit towards:

- *BSB30115 Certificate III in Business*
- *BSB40215 Certificate IV in Business*
- *RGR30418 Certificate III in Racing Services.*

Licensing/Regulatory Information

No occupational licensing or regulatory requirements apply to this skill set at the time of publication.

Skill Set Requirements

- BSBCUS301 Deliver and monitor a service to customers
- BSBMKG414 Undertake marketing activities
- BSBWHS201 Contribute to health and safety of self and others
- RGRADM301 Assist with race meeting operations
- RGRADM302 Supervise use of track and race club facilities
- RGRADM402 Prepare for race meeting special events
- RGRCMN203 Comply with racing industry ethics and integrity
- SISXEMR001 Respond to emergency situations

Target Group

This skill set is for individuals involved in administrative duties for racing clubs in the greyhound, harness or thoroughbred racing codes.

Suggested words for Statement of Attainment

These competencies from the *RGR Racing and Breeding Training Package* meet industry requirements for those working as racing club administrators.