Australian Government

Department of Education, Employment and Workplace Relations

RGR30408 Certificate III in Racing Services (Cadet Steward)

Release: 1

ISC INDUSTRY SKILLS COUNCILS
Creating Australia's Future

RGR30408 Certificate III in Racing Services (Cadet Steward)

Modification History

Not Applicable

Description

This qualification reflects the role of persons who are responsible for organising their own work within known routines. Work responsibilities are undertaken within regulatory and integrity services operations in racing; a high degree of confidentiality and discretion is required in job functions.

Employees with this qualification need to be confident about moving in close proximity to racing horses or greyhounds and to be able to identify safe and unsafe methods of handling by others, as well as recognising approved and non-approved racing gear and equipment and legal and illegal racing tactics.

Knowledge of the rules of racing, racing protocols, animal welfare and duty of care requirements is also considered essential. A range of well-developed skills involving judgement and problem solving with some theoretical knowledge is required.

Pathways Information

Pathways into the qualification
This qualification may be accessed by direct entry.
RGR20308 Certificate II in Racing Services (Racing Administration)

Pathways from the qualification
Further training pathways from this qualification include, but are not limited to RGR40608 Certificate IV Racing Services (Steward)

Licensing considerations
There are no specific licences that relate to this qualification.

Australian Apprenticeships
This qualification is suited to Australian Apprenticeship pathways.

Job roles

Licensing/Regulatory Information

Refer to Pathways Information

Entry Requirements

Entry requirements

There are no entry requirements for this qualification.

Qualification pathways

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
Employability Skill	**Industry/enterprise requirements for this qualification include**:
Communication	• listening and understanding • speaking clearly and directly • writing to the needs of the audience • negotiating responsively • reading independently • empathising • using numeracy effectively • understanding the needs of internal and external customers • persuading effectively • establishing and using networks • being assertive • sharing information • speaking and writing in languages other than English
Teamwork	• working across different ages irrespective of gender, race, religion or political persuasion • working as an individual and as a member of a team • knowing how to define a role as part of the team • applying teamwork to a range of situations e.g. futures planning and crisis problem solving • identifying the strengths of team members • coaching and mentoring skills, including giving feedback
Problem-solving	• developing creative, innovative and practical solutions • showing independence and initiative in identifying and solving problems • solving problems in teams • applying a range of strategies to problem solving • using mathematics, including budgeting and financial management to solve problems • applying problem-solving strategies across a range of areas

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EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
	• testing assumptions, taking into account the context of data and circumstances • resolving customer concerns in relation to complex project issues
Initiative and enterprise	• adapting to new situations • developing a strategic, creative and long-term vision • being creative • identifying opportunities not obvious to others • translating ideas into action • generating a range of options • initiating innovative solutions
Planning and organising	• managing time and priorities - setting time lines, coordinating tasks for self and with others • being resourceful • taking initiative and making decisions • adapting resource allocations to cope with contingencies • establishing clear project goals and deliverables • allocating people and other resources to tasks • planning the use of resources, including time management • participating in continuous improvement and planning processes • developing a vision and a proactive plan to accompany it • predicting - weighing up risk, evaluating alternatives and applying evaluation criteria • collecting, analysing and organising information • understanding basic business systems and their relationships
Self-management	• having a personal vision and goals • evaluating and monitoring own performance • having knowledge and confidence in own ideas and visions • articulating own ideas and visions • taking responsibility
Learning	• managing own learning • contributing to the learning community at the workplace • using a range of mediums to learn - mentoring, peer support and networking, IT and courses • applying learning to technical issues (e.g. learning about products) and people issues (e.g. interpersonal and cultural aspects of work) • having enthusiasm for ongoing learning • being willing to learn in any setting - on and off the job • being open to new ideas and techniques

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
	• being prepared to invest time and effort in learning new skills • acknowledging the need to learn in order to accommodate change
Technology	• having a range of basic IT skills • applying IT as a management tool • using IT to organise data • being willing to learn new IT skills • having the OHS knowledge to apply technology • having the appropriate physical capacity

Packaging Rules

Packaging Rules
Completion of twenty (20) units made up of four (4) core units and sixteen (16) elective units.

RULES FOR ELECTIVE UNITS

- a maximum of four (4) units from Group A
- a maximum of seven (7) units from Group B
- a maximum of two (2) units from Groups A, B or C
- a maximum of three (3) units may be selected from the RGR08 Racing Training Package or any other currently endorsed Training Package or accredited course. Selected units must be relevant to job outcomes in the racing industry.

For a Certificate III in Racing Services (Cadet Steward) at least twelve (12) of the units selected to make up this qualification must be aligned clearly to Certificate III outcomes.

CORE UNITS

HLTFA301B   Apply first aid

RGRCMN001A   Comply with the rules of racing and related protocols

RGRCMN202A   Achieve requirements for industry induction

RGRCMN401A   Maintain and monitor OHS procedures and environmental work
        practices

GROUP A UNITS - RACING COMMON

Packaging Rules

PUACOM001B   Communicate in the workplace

RGRCMN002A   Investigate job opportunities in racing and related industries

RGRCMN003A   Manage personal health and fitness

RTE2707B   Follow site quarantine procedures

SRSCOP001B Prepare for public speaking

SRXEMR001A   Respond to emergency situations

GROUP B UNITS - STEWARD

PRISIS306A   Gather information by factual investigation

PSPREG410B Give evidence

RGRPSG201A   Handle greyhounds

RGRPSH201A   Handle horses

RGRROP301A   Perform ear branding and marking up of greyhounds

RGRSTD301A   Perform duties of cadet steward

RGRSTD302A   Interpret wagering trends

RGRSTD303A   Assess racing gear suitability and safety

RGRSTD408A   Analyse race performance

RGRSWA301A   Collect non-blood samples from greyhounds or horses

RGRSWA302A   Collect non-blood samples from racing personnel

RGRTRK303A   Provide emergency animal assistance

TLIC107C   Drive vehicles

GROUP C UNITS - RACING ADMINISTRATION

BSBDIV301A Work effectively with diversity

BSBWOR204A   Use business technology

BSBWOR301A   Organise personal work priorities and development

BSBWRT301A   Write simple documents

SRSOGP014A   Develop activity rules and regulations

SRXGRO002A   Deal with conflict

Packaging Rules
THTFME09A Develop and update knowledge of protocol events

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