



Australian Government

RGR30408 Certificate III in Racing Services (Cadet Steward)

Release 3

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Modification History

Release	TP Version	Comments
3	RGR08v2	Corrected typographical error in packaging rules
2	RGR08v1.1	Updated superseded equivalent units
1	RGR08	Initial release

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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

	<ul style="list-style-type: none"> • testing assumptions, taking into account the context of data and circumstances • resolving customer concerns in relation to complex project issues
Initiative and enterprise	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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

	<ul style="list-style-type: none"> • being prepared to invest time and effort in learning new skills • acknowledging the need to learn in order to accommodate change
Technology	<ul style="list-style-type: none"> • 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 minimum of four (4) units from Group A
- a minimum of seven (7) units from Group B
- a minimum 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

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
HLTFA301B	Apply first aid

GROUP A UNITS - RACING COMMON

Packaging Rules

RGRCMN002A	Investigate job opportunities in racing and related industries
RGRCMN003A	Manage personal health and fitness
AHCBIO202A	Follow site quarantine procedures
PUACOM001C	Communicate in the workplace
SISXEMR201A	Respond to emergency situations
SRSCOP001B	Prepare for public speaking

GROUP B UNITS - STEWARD

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
PRISIS306A	Gather information by factual investigation
PSPREG410B	Give evidence
TLIC107C	Drive vehicle

GROUP C UNITS - RACING ADMINISTRATION

BSBDIV301A	Work effectively with diversity
BSBWOR204A	Use business technology
BSBWOR301B	Organise personal work priorities and development
BSBWRT301A	Write simple documents
SRSOGP014A	Develop activity rules and regulations
SRXGRO002A	Deal with conflict
THTFME09A	Develop and update knowledge of protocol events