



**Australian Government**

# **SIS40115 Certificate IV in Sport and Recreation**

**Release 1**

## SIS40115 Certificate IV in Sport and Recreation

### Modification History

Not applicable.

### Qualification Description

This qualification reflects the role of individuals who work in the sport and recreation industry in an administrative or organisational capacity. These individuals are able to plan, conduct and evaluate activities of others, deal with unpredictable and non-routine situations and provide leadership and guidance to staff.

The qualification provides a pathway to work in a diversity of sport and recreation locations such as fitness centres, sporting grounds or complexes, leisure and aquatic centres and community recreation centres or sporting organisations and associations.

Possible job titles include:

- facility coordinator
- administration coordinator
- duty manager
- recreation coordinator
- swim school coordinator
- operations coordinator
- aquatic operations coordinator.

No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

### Entry Requirements

There are not entry requirements for this qualification.

## Packaging Rules

17 units must be completed:

- 10 core units
- 7 elective units, consisting of:
  - 4 units from the list below
  - 3 units from the list below, elsewhere in SIS Training Package, or any other current Training Package or accredited course.

The selection of electives must be guided by the job outcome sought, local industry requirements and the complexity of skills appropriate to the AQF level of this qualification.

### Core

BSBRK401	Identify risk and apply risk management processes
BSBWOR404	Develop work priorities
CHCCCS020	Respond effectively to behaviours of concern
HLTAID003	Provide first aid
HLTWHS003	Maintain work health and safety
SISXCCS003	Address client needs
SISXFIN001	Develop and review budgets for activities or projects
SISXIND004	Analyse participation patterns
SISXIND005	Coordinate work teams or groups
SISXMGT001	Develop and maintain stakeholder relationships

### General Electives

BSBFIA301	Maintain financial records
BSBFIA302	Process payroll
BSBFIA304	Maintain a general ledger
BSBGOV401	Implement board member responsibilities
BSBHRM404	Review human resources functions
BSBHRM405	Support the recruitment, selection and induction of staff
BSBHRM501	Manage human resource services

BSBPMG522	Undertake project work
BSBSMB407	Manage a small team
CHCCDE004	Implement participation and engagement strategies
CHCCDE005	Develop and support relevant community resources
CHCCDE007	Develop and provide community projects
CHCCDE010	Develop and lead community engagement strategies to enhance participation
CHCCOM002	Use communication to build relationships
CHCDIV001	Work with diverse people
CHCLAH002	Contribute to leisure and health programming
CHCPRP001	Develop and maintain networks and collaborative partnerships
CHCYTH001	Engage respectfully with young people
CHCYTH009	Support youth programs
HLTAID006	Provide advanced first aid
ICTICT203	Operate application software packages
PSPPROC414A	Manage contracts
SISCAQU001	Test pool water quality
SISCAQU002	Perform basic water rescues
SISCAQU003	Maintain aquatic facility plant and equipment
SISCAQU004	Develop and implement pool water maintenance procedures
SISCAQU005	Develop and implement aquatic facility maintenance procedures
SISCAQU007	Perform advanced water rescues
SISCAQU008	Instruct water familiarisation, buoyancy and mobility skills
SISCAQU009	Instruct water safety and survival skills
SISCAQU010	Instruct swimming strokes
SISCAQU011	Promote development of infants and toddlers in an aquatic environment
SISCAQU012	Assist participants with a disability during aquatic activities

SISCAQU013	Coordinate lifeguard service at an aquatic facility
SISCAQU014	Operate self-contained breathing apparatus in an aquatic facility
SISCCRD001	Facilitate community recreation initiatives
SISFFIT011	Instruct approved community fitness programs
SISSSDE503	Develop volunteer management policies
SISXCAI004	Plan and conduct programs
SISXCCS002	Coordinate client service activities
SISXDIS001	Facilitate inclusion for people with a disability
SISXDIS002	Plan and conduct disability programs
SISXFAC003	Implement facility maintenance programs
SISXFAC004	Coordinate facility and equipment acquisition and maintenance
SISXHRM001	Recruit and manage volunteers
SISXIND003	Maintain legal knowledge for organisation governance
SISXIND006	Conduct sport, fitness or recreation events
SISXRES001	Conduct sustainable work practices in open spaces
SISXRES002	Educate user groups

## Qualification Mapping Information

No equivalent qualification.

## Links

Companion Volume Implementation Guide: - <http://www.serviceskills.com.au/resources>