



Australian Government

SISOPLN002 Plan outdoor activity sessions

Release: 1

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Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge to plan sessions for any type of outdoor recreation activity and to coordinate operational logistics. It requires the ability to plan for activity sessions within a whole of program, or for standalone activity sessions that meet the needs of participants, and to evaluate the effectiveness of sessions.

This unit applies to any type of organisation that delivers outdoor recreation activities including commercial, not-for-profit and government organisations.

It applies to individuals who work independently or with limited guidance from others in senior operational or coordination roles. This includes logistics coordinators and senior leaders, guides or instructors, who will be responsible for delivering the activity session.

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

Pre-requisite Unit

Nil

Competency Field

Outdoor Recreation Planning

Unit Sector

Outdoor Recreation

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Identify needs and expectations of participants.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1. Obtain information to determine preferences and expectations of participants.
- 1.2. Identify characteristics, abilities and special needs of participants.
- 1.3. Advise participants of any reasons why they should not participate in activities.

2. Plan activity sessions.
 - 2.1. Determine activity objectives to meet identified participant needs.
 - 2.2. Plan activity session to meet identified objectives, needs, participant characteristics and abilities, and to enhance participation and motivation.
 - 2.3. Consult with relevant personnel and clients, as required, for input to activity plan and adjust accordingly.
 - 2.4. Determine human and other resource requirements and plan session within budgetary constraints and organisational capacity to deliver.
 - 2.5. Obtain and interpret weather and environmental information and factor into plans.
 - 2.6. Complete activity risk assessment, according to organisational policies and procedures, and plan session according to determined risks and control measures.
 - 2.7. Document and present activity plan for approval by relevant personnel and or clients.
3. Coordinate activity resources.
 - 3.1. Select activity venues, sites or locations appropriate for activity, participant needs and abilities, and organise access.
 - 3.2. Obtain or check on any required permits and permissions from land management authorities, owners or custodians.
 - 3.3. Identify roles of activity delivery personnel and roster those with appropriate skill set.
 - 3.4. Allocate equipment to meet activity and participant needs.
 - 3.5. Identify food and water required to maintain physiological wellbeing of participants and personnel for activity duration.
 - 3.6. Organise, as required, catering, temporary sites and other resources.
4. Issue activity documents and brief delivery personnel.
 - 4.1. Complete operational documents required by personnel delivering the activity.
 - 4.2. Brief delivery personnel and support staff in operational details of the activity.
5. Evaluate effectiveness of activity sessions.
 - 5.1. Obtain and evaluate feedback from delivery personnel and participants.
 - 5.2. Identify successes, problems and difficulties.
 - 5.3. Evaluate effectiveness of activity and identify areas for improvement to assist future planning.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Reading skills to:	interpret sometimes unfamiliar and potentially complex information about participant characteristics and land management requirements.
Writing skills to:	develop comprehensive recreational activity plans and operational documents using language easily understood by all staff.
Self-management skills to:	- take responsibility for activity session development from initial research through to evaluation - critically evaluate successes and failures of recreational activities to initiate improvements.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume Implementation Guides -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1ca50016-24d2-4161-a044-d3faa200268b>