



Australian Government

Department of Education, Employment and Workplace Relations

SISOMBK303A Guide off-road cycle tours

Release: 2

SISOMBK303A Guide off-road cycle tours

Modification History

Not Applicable

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to guide participants on off-road day cycling tours. This unit focuses on the application of planning skills to make suitable arrangements to safely guide groups on off-road cycling tours.

Application of the Unit

This unit applies to off-road cycling guides who are responsible for planning, implementing and evaluating off-road day cycling tours for groups of participants. This unit also applies to leaders working for outdoor education or adventure providers; volunteer groups; not-for-profit organisations or government agencies.

Licensing/Regulatory Information

No licensing, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

SISOMBK302A Apply advanced off-road cycling skills

SISONAV302A Apply navigation skills in an intermediate environment

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the Evidence Guide.

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|---|---|
| <p>1. Plan an off-road cycle tour for participants.</p> | <p>1.1. Conduct relevant assessments to determine the <i>condition of participants</i>.</p> <p>1.2. Develop a tour <i>plan</i> according to participant's needs, <i>relevant legislation</i> and <i>organisational policies and procedures</i>.</p> <p>1.3. Select an off-road cycling route to suit abilities and <i>group objectives</i> according to relevant legislation and organisational policies and procedures.</p> <p>1.4. Identify potential <i>hazards</i> and <i>obstacles</i> associated with off-road cycling and procedures to minimise <i>risks</i>.</p> <p>1.5. Access <i>relevant sources</i> to interpret detailed <i>weather and environmental information</i> and determine tour plan.</p> <p>1.6. Determine <i>food and water requirements</i> according to <i>principles of nutrition</i> and <i>contextual issues</i> of the tour.</p> |
| <p>2. Select and check equipment.</p> | <p>2.1. Select off-road touring <i>bicycles</i> and <i>equipment</i> according to contextual issues, organisational policies and procedures, and proposed cycling conditions.</p> <p>2.2. Perform routine pre-departure checks on bicycles and equipment, and correct any deficiencies.</p> <p>2.3. Check safety and repair equipment to ensure suitability to the group and the off-road cycle tour.</p> <p>2.4. Ensure bicycles are adjusted, in good working order and suitable to participants and the off-road cycle tour.</p> |
| <p>3. Brief participants.</p> | <p>3.1. Communicate instructions and <i>relevant information</i> about the off-road cycle tour in a manner suitable to the participants.</p> <p>3.2. Outline logistical details and safety procedures for</p> |

ELEMENT	PERFORMANCE CRITERIA
4. Lead an off-road cycle tour.	<p>the tour.</p> <p>3.3. Establish a suitable communication system for participants to use during off-road cycle tour.</p> <p>3.4. Inform participants of procedures in case of separation from the group according to organisational policies and procedures.</p> <p>3.5. Check and confirm participants are properly equipped for the off-road cycle.</p> <p>4.1. Evaluate cycling conditions and provide direction and advice to group during the off-road tour.</p> <p>4.2. Monitor individual and group progress, including cycling posture, techniques and rate of travel appropriate to conditions, and provide ongoing feedback.</p> <p>4.3. Monitor <i>variable factors</i> and implement appropriate modifications to tour.</p> <p>4.4. Respond to any emergency or non-routine situation, according to organisational policies and procedures.</p> <p>4.5. Conduct routine and non-routine bicycle <i>maintenance</i> checks and repairs in the field.</p>
5. Complete post tour responsibilities.	<p>5.1. Retrieve, inspect, repair and store equipment according to organisational policies and procedures.</p> <p>5.2. Evaluate <i>relevant aspects</i> of the off-road cycle tour.</p> <p>5.3. Review own performance and identify potential improvements.</p>

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- communication skills to:
 - consult with participants to plan an off-road cycling tour that meet their needs
 - convey information about the safety and logistical aspects of the tour
 - interact with participants to create a safe and positive environment
- problem-solving skills to:
 - plan suitable off-road cycling tours according to participant's needs and abilities
 - make decisions about potential hazards, obstacles and risks that may affect tours
 - conduct pre and post tour checks and maintenance on bicycles
 - modify aspects of tour according to all variable factors and non-routine situations
- planning and organising skills to:
 - source, allocate and coordinate equipment and location with suitable route
 - organise participants into manageable groups for off-road cycling
- language and literacy skills to:
 - produce a plan for the cycle tour
 - complete post-tour participant and self evaluations
- first aid, maintenance and emergency response skills appropriate to off-road cycling to enable initial response in emergencies.

Required knowledge

- legislation and organisational policies and procedures and rider etiquette to enable safe conduct of all off-road cycle touring activities
- minimal impact cycling codes to ensure protection of the environment
- location specific information to assist in the planning process and enable management of potential hazards and any special restrictions applying to the area
- equipment and bicycle types, construction features, characteristics and technology used for off-road cycling
- personal and protective cycling gear and the design and or construction features that make it appropriate for off-road cycling activities
- maintenance tools and spare parts to conduct routine and non-routine maintenance checks and repairs
- communication methods used between cyclists and motorists
- off-road cycling techniques used according to different terrain and gradient
- hazards, obstacles and risks associated with off-road cycle touring and how to negotiate these
- weather and environmental information to ascertain possible conditions and their affect on the activity

- principles of nutrition to maintain health and energy during the cycle tour
- emergency and first aid procedures relevant to the location to ensure risk minimisation to self and others.

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- plans within activity constraints and guides and monitors groups in a safe and professional manner
- applies contingency management techniques to deal with a range of problems or variable factors that may arise during off-road cycling tours
- encourages and responds to group feedback and evaluates and reflects on own guiding performance to identify strengths, weaknesses and areas that need improvement.

Context of and specific resources for assessment

Assessment must ensure the safe guiding of groups in off-road cycle touring activities in locations with suitable terrain to demonstrate competency and consistency of performance.

Assessment must also ensure access to:

- an off-road cycling location with suitable terrain to guide participants
- participants to take part in off-road cycle tour
- off-road cycling, navigation, tools, spare parts and safety equipment
- resources and information regarding participants and location to plan, guide and document off-road cycling tours for a variety of participants.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of planning and guiding processes and interacting with participants, including conveying information for safe participation
- oral or written questioning to assess knowledge and application of relevant legislation and organisational policies and procedures to enable safe conduct of all off-road cycling activities throughout tour
- observation of dealing with contingencies such as changing weather conditions and equipment failure
- review of off-road cycling tour plans

- third-party reports from a supervisor detailing performance.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Condition of participants may include:

- previous experience
- physical development
- age
- injuries and illnesses.

Plan may include:

- aims and objectives
- date, time and duration
- location, route, equipment and resources
- safety and emergency requirements.

Relevant legislation may include:

- occupational health and safety
- permits or permission for access
- environmental regulations.

Organisational policies and procedures may include:

- occupational health and safety
- use and maintenance of bicycles and equipment
- communication protocols
- assessment procedures
- time and budget constraints
- confidentiality of participant information
- code of ethics.

Group objectives may include:

- self improvement
- meeting people
- fitness targets
- adventure and recreation.

Hazards may include:

- temperature extremes
- slippery or unstable terrain
- dangerous animals and insects
- stinging trees and nettles
- dense vegetation
- group management hazards.

Obstacles may include:

- bridges
- water
- tree branches
- bumps
- depressions and pot holes

- Risks** may include:
- drainage grates.
 - hypothermia
 - heat exhaustion
 - injuries
 - exhaustion
 - lost party or party member
 - equipment and course failure.
- Relevant sources** may include:
- Bureau of Meteorology
 - media
 - land managers or agencies
 - coastal patrol or coastguard
 - volunteer marine rescue
 - local knowledge.
- Weather and environmental information** may include:
- satellite images
 - daily and weekly forecasts
 - maximum and minimum temperatures
 - weather warnings
 - event warnings
 - river levels
 - synoptic charts
 - high and low tide predictions.
- Food and water requirements** may include:
- menu planning and preparation
 - range of foods.
- Principles of nutrition** may include:
- food groups
 - dietary guidelines
 - individual food requirements and allergies.
- Contextual issues** may include:
- weather conditions, including times
 - season
 - transport
 - location
 - trip distance and duration
 - group objectives
 - group size.
- Bicycles** may include:
- off-road bicycle
 - hybrid bicycle
 - mountain bikes.
- Equipment** may include:
- safety and first aid equipment
 - navigation equipment
 - tools and spare parts
 - in-field repair kit.

Relevant information may include:

- logistical details
- risk and hazard prevention and management
- off-road cycling techniques
- responsible and safe behaviour.

Variable factors may include:

- change of weather
- equipment failure
- cycling conditions.

Maintenance may include:

- brake checks and adjustment
- gear checks and adjustment
- wheel alignment
- chain lubrication
- tyre pressure
- seat and handlebar adjustment
- bearing adjustments
- bottom bracket replacement
- tube replacement or repair
- tyre replacement
- cleaning
- chain replacement
- cable replacement.

Relevant aspects may include:

- objectives
- planning process
- activity site
- weather
- equipment selection
- clothing selection
- food selection
- instructional content
- instructional technique
- assessment technique
- group feedback
- directing techniques:
 - rescue techniques employed.

Unit Sector(s)

Outdoor Recreation

Competency Field

Mountain Biking