



Australian Government

RGRROP401 Perform duties of race programmer

Release: 1

RGRROP401 Perform duties of race programmer

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 2.0.

Application

This unit of competency describes the skills and knowledge required to perform the administration duties of a racing governing body race programmer. It requires an understanding of the role of wagering bodies and knowledge of the relevant codes' permanent race and trial calendars and the impact of changes to programs when preparing race programs.

The unit applies to individuals who are required to prepare race programs for a racing governing body as part of their job role in the greyhound, harness or thoroughbred code of the industry.

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

Pre-requisite Unit

Nil

Unit Sector

Racing performance (ROP)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Review previous race programs	1.1 Review size of fields at each track in previous season 1.2 Review size and number of trials in previous season at each track
2. Consider requests for program amendments	2.1 Record race meetings supported by wagering body 2.2 Consider one-off or special program requests

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	2.3 Consider permanent changes to calendar in relation to expected support from starters
3. Prepare program	3.1 Plan program to accommodate club requests for dates and regular carnivals according to racing governing body guidelines 3.2 Plan program to include race classes and distances to accommodate expected demand 3.3 Plan program to utilise dates supported by wagering body 3.4 Finalise program within racing governing body timeframes

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	Critically analyse racing documentation from a variety of sources, and record and consolidate information to determine requirements
Writing	Document plans and programs using accurate and appropriate racing industry terminology
Numeracy	Perform mathematical calculations to analyse race statistics and data to interpret trends and develop racing plans and schedules
Interact with others	Collaborate with other race personnel and organisations, sharing information to build strong work groups and promote the racing industry
Get the work done	- Apply systematic and analytical decision-making processes for complex and non-routine situations - Use the main features and functions of digital tools to complete work tasks and access and manipulate information

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRROP401 Perform duties of race programmer	RGRROP401A Perform duties of race programmer	Updated to meet Standards for Training Packages.	Equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRROP401 Perform duties of race programmer

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Performance Evidence

An individual demonstrating competency in this unit must satisfy all of the elements and performance criteria of this unit. There must be evidence that the individual has performed the duties of race programmer, for at least one season covering at least two racetracks for one racing code, including:

- reviewed and considered previous race programs to help inform race planning process
- considered proposals and scheduling changes
- consolidated planning information and produced plans and schedules for race meetings
- implemented requirements, procedures and instructions relating to programming races.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- communication procedures, including reporting lines within the workplace, race club and wider racing industry
- ethical conduct standards relevant to programming races
- policies and procedures related to race programming and wider racing industry, including:
 - organisational policies and procedures
 - principles of effective communication
 - operation and maintenance of office systems and equipment
 - relevant rules of racing
 - reporting irregularities and problems
- size and structure of the racing industry, including:
 - classes of races and special events
 - racetracks and their field capacity
 - numbers of registered greyhounds or horses
 - other codes' race programs
- principles and practices of the planning process

- influences affecting race meeting plans and schedules, including:
 - considerations regarding size and number of trials
 - sponsored meetings
 - special program requests
 - relevance of permanent changes to calendar.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - industry-supervised access to racing administration offices relevant to the applicable racing code
- resources, equipment and materials:
 - materials and equipment relevant to assessing individual's ability to complete race programming procedures
 - computers and industry software
- specifications:
 - work instructions and related documentation.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

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