



Australian Government

SISSCO006 Implement sport selection policies and procedures

Release: 1

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Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to use selection policies, procedures and criteria to make selection decisions in consultation with relevant personnel in specific sports. It focuses on communicating policies, procedures and criteria to candidates, compiling selection data for candidates and applying organisational selection policies and procedures.

This unit applies to individuals working in community based coaching roles in the Australian sport industry. This includes individuals working and volunteering in sport clubs and organisations.

Specific industry accreditation requirements may apply to sport-specific coaching accreditation and information should be obtained from the relevant National Sporting Organisation (NSO).

Pre-requisite Unit

Nil

Competency Field

Sport Coaching

Unit Sector

Sport

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Establish selection requirements.

PERFORMANCE CRITERIA

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

- 1.1. Review selection criteria and conditions to identify selection requirements.
- 1.2. Communicate and confirm candidate understanding of selection requirements.
- 1.3. Consult with selection panel members to confirm understanding of selection requirements.

- 1.4. Encourage candidates to seek selection advice and support from relevant sources.
2. Make selection decisions.
 - 2.1. Determine candidate information required to meet selection requirements.
 - 2.2. Assess candidate performance and collect selection data required to meet selection requirements.
 - 2.3. Analyse and document selection data in consultation with candidates.
 - 2.4. Work with selection panel members to objectively evaluate selection data against selection criteria to negotiate and document selection decisions.
 - 2.5. Work with selection panel members to identify and resolve ethical selection problems.
3. Inform candidates.
 - 3.1. Communicate and document selection decisions according to notification procedures.
 - 3.2. Provide constructive feedback to unsuccessful candidates.
 - 3.3. Participate in appeals according to selection requirements.

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 selection policies, procedures, criteria and conditions.
Oral communication skills to:	- ask open and closed questions and actively listen to determine and meet selection requirements - interact with candidates and selection panel members in a polite and positive manner.
Numeracy skills to:	interpret, record, analyse and discuss participant performance data.
Planning and organising skills to:	meet selection timeframes.

Unit Mapping Information

SISSSCO305 Implement selection policies

Links

Companion Volume Implementation Guides -

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

Assessment Requirements for SISSSCO006 Implement sport selection policies and procedures

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- implement selection policies and procedures to select candidates for one sport-specific team or competition.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- organisational policies and procedures applicable to selection:
 - selection criteria and conditions
 - composition of selection panels
 - roles and responsibilities for selection
 - conflict of interest
 - timeframes to which selection criteria apply
 - application of selection criteria
 - notification of selection and non selection
 - feedback mechanisms and timeframes for successful and non successful candidates
 - appeals
 - special considerations
 - complaints
 - record keeping
 - code of conduct
 - confidentiality
- sport-specific policies that impact on selection of candidates
- expected levels of performance to inform the application of selection policies and procedures
- organisational roles and responsibilities of key people and communication channels applicable to selection
- complaint resolution strategies to address selection disputes
- types of selection criteria:
 - citizenship

- qualification standards
- age
- membership of sport-specific associations
- past performance
- current and potential future performance
- sport-specific benchmarks
- availability
- attitude and behaviour
- types of candidates:
 - participants
 - coaches
 - support staff
 - officials.

Assessment Conditions

Skills must be demonstrated in:

- a community based sport environment. This can be a workplace or simulated environment.

Assessment must ensure access to:

- organisational policies and procedures applicable to selection
- National Sporting Organisation policies applicable to selection
- selection record keeping templates.

Assessment must ensure use of:

- candidates and selection panel members.

Assessors must satisfy the Standards for Registered Training Organisations requirements for assessors.

Links

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