



Australian Government

SISXIND008 Manage legal compliance in sport and recreation

Release: 1

SISXIND008 Manage legal compliance in sport and recreation

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to manage organisational compliance with legal and contractual obligations in sport and recreation environments.

This unit applies to individuals working in sport and recreation organisations. This includes individuals working as program, recreation and sport coordinators, sport coaches and managers.

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

Pre-requisite Unit

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Competency Field

Working in Industry

Unit Sector

Cross-Sector

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Identify organisational compliance obligations.

PERFORMANCE CRITERIA

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

- 1.1. Research, interpret and analyse legislation and legal information to identify organisational legal compliance obligations.
- 1.2. Source, interpret and analyse organisational contracts to identify contractual obligations for individuals and the organisation.
- 1.3. Document and circulate organisational legal and contractual compliance information in accordance with organisational policies and procedures.

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| 2. Assess organisational compliance. | 2.1. Interpret and analyse organisational policies and procedures to assess compliance with organisational legal and contractual obligations.
2.2. Review organisational practices to assess compliance with organisational legal and contractual obligations.
2.3. Document organisational legal and contractual non compliance and risk in accordance with organisational policies and procedures.
2.4. Assess the need for and access specialist advice on organisational legal and contractual non compliance and risk.
2.5. Develop and document recommended actions to address organisational legal and contractual non compliance and risk in accordance with organisational policies and procedures.
2.6. Seek feedback on recommended actions and review and adjust recommended actions in response to feedback received. |
| 3. Promote organisational compliance. | 3.1. Develop and document new and modify existing organisational policies and procedures to meet organisational legal and contractual obligations.
3.2. Disseminate new and modified organisational policies and procedures to impacted staff within the organisation.
3.3. Support impacted staff to implement new and modified organisational policies, procedures and practices.
3.4. Monitor organisational legal and contractual compliance to assess implementation of new and modified organisational policies, procedures and practices. |

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
Oral communication skills to:	ask open and closed questions and actively listen to sport and recreation staff on legal and contractual compliance.
Technology skills to:	access legal and contractual information from electronic sources.

Unit Mapping Information

SISXIND404A Promote compliance with laws and legal principles

Links

Companion Volume Implementation Guides -

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

Assessment Requirements for SISXIND008 Manage legal compliance in sport and recreation

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:

- managing organisational compliance against a legal obligation
- managing organisational compliance against a contract.

Knowledge Evidence

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

- organisational policies and procedures applicable to managing legal and contractual compliance
- the relationship between organisational policies and procedures and legal and contractual compliance
- techniques for reviewing organisational policies, procedures and practices
- strategies for implementing organisational policies and procedures
- sources of legal and contractual information
- types of legal and contractual obligations
- types of legal and contractual non compliances and risks
- types of contracts
- strategies for addressing legal and contractual non compliances and risks:
 - modifying organisational policies and procedures
 - developing new policies and procedures
 - modifying implementation strategies
 - developing new implementation strategies.

Assessment Conditions

Skills must be demonstrated in:

- a sport or recreation environment. This can be a workplace or simulated environment.

Assessment must ensure use of:

- organisational policies and procedures

- an expert source of legal advice
- electronic device with access to the internet for research
- organisational contract
- staff with legal and contractual obligations.

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

Links

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