



Australian Government

Assessment Requirements for SITEEVT009 Organise event infrastructure

Release: 1

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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:

- develop infrastructure requirements for a venue or site in consultation with stakeholders and relevant authorities for at least one event type listed in the knowledge evidence, with multiple operational components for:
 - an established event location
 - an untested event location
- source and select infrastructure and facilities contractors required to meet event specifications for the above event
- monitor and evaluate the success of event infrastructure by:
 - ensuring work is completed against event requirements and schedules
 - ensuring infrastructure and facility requirements are supplied as required
 - obtaining feedback from stakeholders.

Knowledge Evidence

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

- roles and responsibilities of organisations involved in staging of events
- types of events:
 - business and corporate
 - entertainment and leisure
 - exhibitions, expositions and fairs
 - festivals
 - fundraising
 - government and civic
 - marketing
 - meetings and conventions
 - sports
- infrastructure and facility requirements for different event types:
 - emergency services
 - parking

- signage
- temporary structures:
 - access
 - accommodation
 - camping
 - catering
 - dining
 - marquees
 - scaffolding
 - tents
 - toilets
- utilities:
 - air conditioning or heating
 - power supply
 - waste disposal and recycling facilities
 - water supply
- suitability of infrastructure for different venues
- suppliers of event infrastructure and facilities
- sources of information on infrastructure and facilities
- product and service terminology, features, options and current technology for event infrastructure and facilities:
 - temporary water and power supply
 - portable and demountable toilets
 - temporary structures
 - mobile catering outlets
 - waste disposal and recycling
 - accommodation
- relevant authorities with which liaison takes place for the organisation of event infrastructure and facilities:
 - emergency services
 - land management and protection authorities
 - local government
 - state or territory government
- issues that impact on the organisation of events in venues or sites without the above listed infrastructure or facilities and:
 - sustainability considerations when introducing event infrastructure and facilities to venues and sites:
 - community and cultural values
 - environmental impacts
 - regulatory considerations associated with event infrastructure and facilities relating to:
 - builders

- catering facilities
 - electricians
 - plumbers
 - local government noise regulations
 - special effects
 - waste management
- problems that occur in event contractor management, and strategies to mitigate risk
 - formats and key inclusions for contractor briefing and specification documents.

Assessment Conditions

Skills must be demonstrated in an operational events context where event infrastructure is required. This can be:

- a live event
- a simulated event set up for the purpose of skills assessment.

Assessment must ensure access to:

- comprehensive event plans
- dedicated event budgets
- formal communications plans
- venues and sites where infrastructure is required
- suppliers, local authorities and stakeholders with whom the individual can interact; these can be:
 - those in an industry workplace who are assisted by the individual during the assessment process; or
 - individuals who participate in role plays or simulated activities, set up for the purpose of assessment, in a simulated industry environment operated within a training organisation.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors; and:

- have worked in industry for at least three years where they have applied the skills and knowledge of this unit of competency.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=68c40a93-e51d-4e0f-bc06-899dff092694>