



**SRO20106**  
**CERTIFICATE II SPORT AND RECREATION**  
**COURSE OUTLINE**

**Number of funded competencies = 17 (delivering 19)**

**01 – Face-to-face**

**02 – Correspondence**

**03 – Employer delivered on the job**

Stage	Code	Name	Delivery
<b>1: Industry Core All units</b>			
Orientation to industry & work	SRX INU 001A	Develop knowledge of the sport and recreation industry	02
	BSB CMN 202A	Organise and complete daily work activities	
	SRX GCSO 02A	Deal with client feedback	
First Aid	SRX FAD 001A	Provide first aid	01 & 02
Safety	SRX OHS 001B	Follow defined Occupational Health and Safety policy and procedures	02
<b>2: Admin Specialisation All units</b>			
Business	BSB CMN 205A	Use business technology	All 02
	BSB CMN 206A	Process and maintain workplace information	
	BSB CMN 207A	Prepare and process financial/business documents	
	BSB CMN 212A	Handle mail	
Facilities	SRX FAC 001B	Maintain equipment for activities	
	SRX FAC 002B	Maintain sport and recreation facilities	
Marketing	THH GCS 02B	Promote products and services to clients	
	THT SMA 01B	Coordinate the production of brochures and marketing materials	
	THT SMA 02B	Create a promotional display/stand	
<b>3: Electives Choose 5 electives</b>			
Customer service	BSB CMN 208A & BSB CMN 209A	Deliver service to customers	02
	SRC CRO 003A	Provide information to clients	
		Apply point of sale handling procedures	
Technology	BSB CMN 213A	Produce simple word processed documents	01
	BSB CMN 214A	Create and use simple spreadsheets	
Coaching & instruction	SRX CAI 001B	Assist in preparing sport and recreation sessions for participants (prerequisites – BSBCMN102A)	02
	SRX CAI 002B	Assist in conducting sport and recreation sessions for participants (prerequisite – SRXEMR001A)	
	SRX CAI 004B	Plan a sport session or program for participants (prerequisites – BSBCMN202A, SRXOHS001B, SRXCAI001B, SRXCAI003B)	01
	SRX CAI 005B	Conduct a sport and recreation session for participants (prerequisites – SRXFAD001, SRXEMR001B, SRXCAI002B)	
	SRX CAI 003B	Provide equipment for activities	
	SRS CGP 001A	Operate in accord with accepted coaching practices, styles and legal and ethical responsibilities	
Community development	SRC CRD 002B	Apply the principles of community development to community recreation work	02
	SRC CRD 004B	Facilitate community development through recreation work	
	SRC CRO 002B	Respond to clients at risk	
Officiating	SRS OGP 001A	Operate in accord with accepted officiating practices, styles, legal and ethical responsibilities to manage risk	02
	SRS OGP 002A	Apply rules and regulation to conduct games and competitions	
Community activity programs	SRS CGP 005A	Customise coaching to include children (prerequisite - SRCCGP001A)	02
	SRC CAP 004A	Support delivery of a group activity	
	SRC CAP 005A	Perform warm up, stretching & cool down techniques before & after participation in an activity	
	SRC CRO007B	Operate in accordance with the accepted instructional practices, styles & legal & ethical responsibilities	
<b>I/II/III</b>			