

# PaRC Package 2

## The VET Diploma of Management (Recreation planning)

### 1. Introduction

This package provides details on the course timetable and the 8 units covered in the VET course for a Diploma in Management (Recreation Planning) that was sponsored and part funded by the Tasmanian Department of Sport and Recreation from 2008-2016. The course was run by HM Leisure Planning Pty Ltd under the auspice of the National Business Institute of Australia as the Registered Training Organisation.

Each VET Unit outline provided in the attached files details the scope of the issues covered and the assessment work students were required to undertake within their workplace or another approved organisation. The course had five “core” and three “elective” VET units. The assessment content in each unit was specifically structured to focus on a leisure and recreation planning context.

The course was run over four weekend-long class/workshop sessions with each session providing details on how each stage of the recreation and leisure planning process was undertaken (as indicated in the table below). Sessions included case studies, field work, practical exercises and workshop-discussions. Students were required to complete the VET units discussed in the final session of each course weekend prior to the subsequent course weekend.

### 2. The Course Timetable and Content

A typical course timetable is set out below. Variations were made to this over the ten years of the course.

Session	Am 1: 9.30 – 11am	Am 2 11.30 – 12.30	Pm 1.15 – 5.30 pm
<b>Weekend 1</b> <b>Day 1</b>	<b>Session 1:</b> Welcome Introductions Enrolments Assessment Texts Mentors Disabilities/ Equity Course scope	<b>Session 2:</b> Definitions: <ul style="list-style-type: none"> <li>Leisure, recreation, sport</li> <li>Planning</li> <li>Needs, wants, demands, expressed need, latent need, substitute demand</li> </ul> OH&S Key pre-planning activities Leisure & recreation policies  <i>Guest speaker &amp; field trip: The work of landscape architects</i>	<b>Session 3:</b> Using literature reviews in leisure and recreation planning  Reviewing and assessing the relevance and impacts of leisure & recreation trends
<b>Day 2</b>	<b>Session 4:</b> Assessing existing provision: Inventories Classifications Hierarchies SWOT analyses	<b>Session 5:</b> <i>Guest speaker and field trip:</i>  Inventories of provision Filemaker as a database tool	<b>Session 6:</b> Demographic analyses workshop  Workshop VET Units 1 and 2
<b>Weekend 2</b> <b>Day 1</b>	<b>Session 1:</b> Progress review Issues review/ workshop	<b>Session 2:</b> Assessing community needs Scope and methods	<b>Session 3:</b> <i>Guest speaker and field trip:</i> Open space planning: seminar and fieldtrip
<b>Day 2</b>	<b>Session 4:</b> Catchment analyses: theory	<b>Session 5:</b> Catchment analyses: practical session	<b>Session 6:</b> Assessing community needs: workshop and fieldwork  Workshop VET Units 3 and 4
<b>Weekend</b>	Progress review	Leisure benefits analyses	Guest speaker and field trip: Designing for

<b>3 Day 1</b>	Issues review		play: seminar and field trip
<b>Day 2</b>	Importance/ performance analysis	Social capital The recreation experience package	Guest speaker and field trip: Natural area and trails planning  Workshop VET Units 5 and 6

<b>Weekend 24 Day 1</b>	Progress review Issues review Creating a recreation plan	Creating a recreation plan  Recreation service standards and levels	Guest speaker: Business planning: workshop  Course Dinner and Awards
<b>Day 2</b>	Student project review reports	Project management  Evaluating the planning process and evaluating inputs, outputs and outcomes	A J Veal, "U Plan": seminar  Workshop VET Units 7 and 8  Course review

The eight VET units covered by the course were:

- Core 1 BISBINM501A Manage Information Systems
- Core 2 BSBFIM501A Manage Budgets
- Core 3 BSBMGT515A Manage Operational Plans
- Core 4 BSBPMG510A Manage Projects
- Core 5 BSBWOR502A Ensure Team Effectiveness
- Elective 1 BSBMGT616A Develop and Implement Strategic Plans
- Elective 2 BSBMKG408 Conduct Market Research
- Elective 3 BSBMGT502A Manage People Performance

The details of each VET Unit follow this Introduction. Note that completion of these 8 units *is no longer sufficient for the awarding of a Diploma in Management* as a requirement for four additional units was added in 2016. Further, the content of each of the Units, as defined by the federal Australian Skills Quality Authority might have changed since 2016. That said, readers are welcome to use these materials for in-house training programs or as an introduction to pursuing a fully-accredited current day VET course. Contact Dr Ken Marriott on 0418 178 788 or at [ken.oz@me.com](mailto:ken.oz@me.com) with any questions.