VETASSESS

Information sheet

Other Sports Coach or Instructor

ANZSCO: 452317 **Group F**

About this document

- The following Information Sheet is for your reference only and should be used as a guide to assist with your Skills Assessment application to VETASSESS. This information is subject to change.
- Please note that a Skills Assessment of the qualification involves assessment of both the qualification level and content. Qualifications are assessed according to the guidelines published by the Australian Government Department of Education.
- The employment assessment involves determining the skill level and relevance of the tasks undertaken.
- Integrity checks may be conducted to verify the qualification and employment claims made in an application.

Job description

Other Sports Coaches or Instructors coach, train and instruct participants in other sports by analysing their performances and developing their abilities.

Occupations considered suitable under this ANZSCO code:

- Basketball Coach
- Cricket Coach
- Football Coach
- Martial Arts Instructor
- Sports Trainer
- Windsurfing Instructor

Occupations not considered under this ANZSCO code:

- Diving Instructor (Open Water)
- Gymnastics Coach or Instructor
- Horse Riding Coach or Instructor
- Snowsport Instructor
- Swimming Coach or Instructor
- Tennis Coach
- Dog or Horse Racing Official
- Sports Development Officer
- Sports Umpire
- Other Sports Official
- Footballer
- Sportspersons nec
- Fitness Instructor

These occupations are classified elsewhere in ANZSCO.

Other Sports Coach or Instructor is a VETASSESS Group F occupation

Applicants must have fulfilled at least one of the following three criteria (1-3)

GROUP F	Criteria for a suitable Skills Assessment				
	Minimum comparable Certificate II or higher AQF level		With highly relevant major field of study		Highly relevant employment duration**
1	AQF	+		+	1 YEAR minimum
2	AQF	+	No highly relevant major	+	2 YEARS minimum
	Pre-qualification methodology can apply to Group F occupations				
	Relevant employment duration**		With or without highly relevant major field of study		Minimum Certificate II or higher AQF level
3	3 YEARS minimum + 1 YEAR minimum Within last 5 years	+	N/A	+	AQF

Description of Pathways

The information below describes the available pathways for a Skills Assessment under **Group F**. Please note that in order to achieve a suitable Skills Assessment Outcome, a suitable assessment for both qualifications and employment is required.

Pathway 1

This pathway requires a qualification assessed as comparable to the education level of an Australian Qualifications Framework (AQF) Certificate II or higher and in a field highly relevant to the nominated occupation.

Certificate II or higher includes AQF Certificate III, Certificate IV, Diploma, Advanced Diploma, Associate Degree, Bachelor Degree, Graduate Diploma, Master Degree or Doctoral Degree.

In addition, it is essential for applicants to meet the following employment criteria:

- at least **one** year of post-qualification employment at an appropriate skill level, undertaken in the last five years,
- working 20 hours or more per week, and
- highly relevant to the nominated occupation.

Pathway 2

This pathway requires a qualification assessed as comparable to the education level of an Australian Qualifications Framework (AQF) Certificate II or higher and in a field not highly relevant to the nominated occupation.

Certificate II or higher includes AQF Certificate III, Certificate IV, Diploma, Advanced Diploma, Associate Degree, Bachelor Degree, Graduate Diploma, Master Degree or Doctoral Degree.

In addition, it is essential for applicants to meet the following employment criteria:

- at least **two** years of post-qualification employment at an appropriate skill level, undertaken in the last five years,
- working 20 hours or more per week, and
- highly relevant to the nominated occupation.

Pathway 3

This pathway requires a qualification assessed as comparable to the education level of an Australian Qualifications Framework (AQF) Certificate II or higher with or without a highly relevant major field of study to the nominated occupation.

Certificate II or higher includes AQF Certificate III, Certificate IV, Diploma, Advanced Diploma, Associate Degree, Bachelor Degree, Graduate Diploma, Master Degree or Doctoral Degree.

In addition, it is essential for applicants to meet the following employment criteria:

- at least **four** years of employment at an appropriate skill level that includes at least **one** year of highly relevant employment within the last five years before applying,
- working 20 hours or more per week, and
- highly relevant to the nominated occupation.

Qualification

AQF Certificate II or higher qualification*

This occupation requires a qualification in Sports Coaching and Development.

Highly relevant units of study may include, but are not limited to:

- Sport and Recreation Industry
- Sports Coaching and Administration
- Sport and Exercise Science
- Coaching Techniques and Strategies
- Fitness Program Development
- Sport Rules and Regulations
- First Aid
- Health and Safety Policies and Procedures
- Business Technology
- Strength and Conditioning**

*This includes qualifications assessed at AQF Certificate III, Certificate IV, Diploma, Associate Degree, Bachelor, Master and Doctoral level.

**Academic studies in Strength and Conditioning should be substantiated by documented evidence of professional engagement in sports coaching, which may be included in a cover letter or logbook.

A positive assessment of both qualification level and employment duration is required for a positive Skills Assessment Outcome. Highly relevant employment cannot compensate for lack of a qualification at the required educational level for the nominated occupation.

Short courses or qualifications awarded after a day or a week in duration would generally not be assessed as comparable to an AQF Certificate II. The volume of learning for an AQF Certificate II requires completion typically between 6 months to a year.

For example, a 5-hour course in foundation coaching awarded by a professional organisation may be provided as additional evidence in support of an application, however it will not meet the formal educational requirement of an AQF Certificate II qualification.

Employment

Highly relevant tasks include:

- Creating engaging and challenging environments which allow sportspersons to have a positive experience
- Coaching, training and instructing sportspersons by analysing performances and developing abilities;
- Planning and facilitating game strategies, developing play patterns and analysing game progress and performance;
- Motivating sportspersons and supervising practice sessions;
- Recruiting players and other coaching staff;
- Arranging entries into sporting competitions;
- Promoting sports and skills development, and overseeing the participation of young people in sport;
- Officiating at sporting events to enforce rules;
- Coordinating and directing sporting activities, and liaising with other stakeholders (e.g. other coaches, officials, support staff, parents) to interpret and enforce rules and regulations relating to sport.

Employment information

Sports Coaches are employed by sporting clubs and associations, government agencies, government funded centres (such as the Australian Institute of Sport, state, territory or regional institutes or academies of sport), holiday resorts and centres specialising in particular sports, health clubs, community institutions and educational institutions (schools and tertiary, for example). They may also be self-employed.

Employment must be highly relevant

Applicants nominating this occupation are required to specify exactly which sport they are coaching – whether from the list of ANZSCO specialisations or other.

If applicants coach more than one sport, additional evidence to support the applicant's level of professional competency and expertise in each of these areas may be required.

To receive a positive assessment outcome, applicants must be able to demonstrate they are employed and paid to coach a sport for at least 20 hours per week. For applicants who are employed on a casual or parttime basis, additional official documentation such as a summary of the number of working hours per week may be required. Applicants must be able to demonstrate that their primary engagement with their employer is for the purposes of coaching. Therefore, for applicants occupying dual roles, official contracts and /or appointment letters outlining primary tasks and working hours per week may be required.

Employment must be paid

For skills assessment purposes, full-time work is paid employment performed for a minimum of 20 hours per week. Irregular periods that average out to 20 hours per week over a year will not be considered. For example, if an applicant has worked in their nominated occupation for 12 hours per week over a three-month period, and has then worked 40 hours per week over a seven month period, only the seven-month period would be considered for skills assessment purposes.

Self-employment

If you are self-employed, you are required to provide the following:

a) Evidence of self-employment such as sole trading or business registration details and /or official statements issued by your (registered) Accountant and /or legal team. The statement from your Accountant or Solicitor must include the Accountant's or Solicitor's letterhead, your full name, how long you have been continuously self-employed including official dates in each role, the nature of the business conducted, the signature and contact details of the Accountant or Solicitor.

b) A statutory declaration listing your main duties during self-employment.

c) Payment evidence showing regular income from self-employment, such as client invoices together with corresponding bank statements and /or official taxation records.

d) Supplementary evidence, such as contracts with clients or suppliers, client testimonials, evidence of projects completed, etc.

Supporting material for assessment

Applicants nominating for this occupation are advised to provide any additional evidence to support employment claims, such as:

- professional development certificates
- coaching awards / achievements
- cover letter or coaching logbook**

** A cover letter or coaching logbook should detail your coaching activities (such as session goal, coaching techniques, session summary, feedback, action plan, and follow-up), helping you keep track of your hours completed in various contexts over a designated period. This may include working with different athletes, sports, and mentors.

Note: The above supporting materials are considered as supplementary evidence and will not substitute a formal educational qualification or highly relevant employment.