VETASSESS

Information sheet

Swimming Coach or Instructor

ANZSCO: 452315 **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

A Swimming Coach or Instructor coaches, trains and instructs participants in swimming by analysing their performances and developing their abilities.

Occupations considered suitable under this ANZSCO code:

- Diving Coach
- Learn to Swim Instructor

Occupations not considered under this ANZSCO code:

- Aquatic Centre Manager
- Athlete
- Lifeguard

These occupations are classified elsewhere in ANZSCO or are not at the required skill level.

Swimming 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
- Coaching of High Performance Swimmers
- Development of Training Programs for High Performance Swimmers

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

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 of 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, but are not limited to:

- Coaching, training and instructing sportspersons by analysing performances and developing abilities.
- Planning and directing game strategies, developing play patterns and analysing game progress.
- 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 officials to interpret and enforce rules and regulations relating to sport..

Employment information

Swimming Coaches or Instructors are generally employed by sporting clubs, associations, government agencies, holiday resorts, health clubs, educational institutions and community institutions. They may also be self-employed.

To receive a positive assessment outcome, applicants must be able to demonstrate they are employed and paid to coach swimming 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 swimming. Applicants occupying dual roles may be required to submit official contracts and/or appointment letters outlining their primary tasks and working hours per week.

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 sevenmonth 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 selfemployed, including official dates in each role, the nature of the business conducted and 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

When applying for a Skills Assessment, please ensure you submit sufficient evidence supporting your proof of identity, qualification and employment claims. A full list of the documents required can be found on the VETASSESS website under Eligibility Criteria.

Applicants nominating for this occupation are advised to provide any additional evidence to support employment claims, such as professional development certificates and/or coaching awards/achievements. Note that these will be considered as supplementary evidence only and will not substitute a formal educational qualification or highly relevant employment.