

Unit Title:	Set objectives and provide support for an active leisure team
OCR unit number	9
Sector unit number	LM3 -19
Level:	3
Credit value:	5
Guided learning hours:	25
Unit reference number:	H/503/0871

Unit purpose and aim

This unit covers the competence that a learner needs to supervise the work of a team in an active leisure organisation.

Learning Outcomes	Assessment Criteria
<p>The Learner will:</p> <p>1 Be able to brief an active leisure team on its objectives</p>	<p>The Learner can:</p> <p>1.1 Set SMART (Specific, Measurable, Achievable, Realistic and Time-bound) objectives with team members</p> <p>1.2 Communicate the team's purpose and objectives to its members</p>
<p>2 Be able to plan work with an active leisure team</p>	<p>2.1 Manage team discussions on how objectives will be met</p> <p>2.2 Enable team members to participate in the planning process</p> <p>2.3 Develop plans to meet team objectives</p>
<p>3 Be able to support an active leisure team in its work</p>	<p>3.1 3.1 Identify opportunities and difficulties faced by team members</p> <p>3.2 Evaluate identified opportunities and difficulties with team members</p> <p>3.3 Provide advice and support to team members to overcome identified difficulties and challenges</p> <p>3.4 Provide advice and support to team members to make the most of identified opportunities</p>
<p>4 Be able to monitor and evaluate progress and achievements</p>	<p>4.1 Monitor and evaluate individual and team activities and progress</p> <p>4.2 Provide recognition when individual and team objectives have been achieved</p>

Assessment

This qualification is internally assessed by centre staff and externally verified by OCR Assessors.

Candidates must provide all of the evidence identified below. All evidence must be produced independently.

Evidence requirements

For learning outcomes 1 – 4, the evidence must be gathered by the assessor observing the learner's performance in the workplace on more than one occasion. There should be sufficient observations to ensure that the learner has met all the requirements. This evidence may be gathered through a combination of at least two of the following:

- Observation (for example, team briefings or observing the learner supervising a team)
- testimony of others (for example, line manager)
- products of work (for example, staff rotas, briefing sheets, notes of team meetings, relevant emails to team members)
- reflective account.

Simulations are not allowed.

Guidance on assessment and evidence requirements

This section provides guidance for tutors on the types of assessment activities that can be used and evidence to be produced that will ensure coverage of the learning outcomes and related assessment criteria.

Evidence can be generated in a variety of ways – through completion of OCR-devised workbooks, through centre-devised assignments, projects or tasks or through naturally occurring work-based activities. Any centre-devised assignments, projects or tasks must be cross-referenced to the appropriate learning outcomes and assessment criteria to ensure that full coverage can be achieved.

Portfolios of evidence must be produced independently and centres must confirm to OCR that the evidence is the original work of the candidate. Recording documents are provided on the website for this purpose.

National Occupational Standards (NOS) mapping/signposting

NOS can viewed at www.ukstandards.co.uk.

Occupational standards	Unit number	Title
Leisure Management NOS 2010	A320	Allocate and monitor the progress and quality of

(SkillsActive)		work in your area of responsibility.
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Functional skills signposting

This section indicates where candidates may have an opportunity to develop their functional skills.

Functional Skills Standards					
English		Mathematics		ICT	
Speaking and Listening		Representing		Use ICT systems	✓
Reading	✓	Analysing	✓	Find and select information	✓
Writing	✓	Interpreting	✓	Develop, present and communicate information	✓

Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Admin Guide: Vocational Qualifications*' (A850) on the OCR website www.ocr.org.uk .