



Training and Development Provider

COURSE CODE: SIT30707

EVENT MANAGEMENT (Function/Events)

Partial Certificate III in Hospitality

Available to: Years 10, 11 and 12
Duration: Semester (13 weeks)
Accreditation: 35 SACE Credits - Stage 2

Organising an event is not as simple as it seems. There are all the logistical issues to consider like venue hire, catering, safety, transport, council and government regulations, audio visual requirements, crowd control, just to name a few. What happens when something goes wrong (which very often is the case)? You must have a contingency plan. How do you get people to come to the event, how do you market the event? And then there are the invitations, media involvement and dealing with celebrities. There are lots of varied and exciting parts to this profession.

Planning, coordinating, meetings, functions, conventions, exhibitions, official or social functions, launches or sports events, festivals, concerts or celebrations are all part of Event Management and this course will give you an insight into the Event Management Industry.

Aspects to consider:

- This course is Hospitality based
- Students gain SACE credits and National Accreditation
- Genuine interest in developing skills in the Event Management Industry and the possibility of obtaining casual work and life skills for any career pathway
- Students must be prepared to complete their study once a week after school hours instruction lesson (3 hours) conducted off campus in conjunction with the Partnership schools
- Students develop independent learning skills
- Uniform requirements include black pants, black shoes and a black top (**Just for event**) School uniform during lessons/Excursions
- The students will be required - under supervision - to organise a charity event. Students have the option of contributing / donating towards this event - approximate cost \$25.00"
- Cost (see your VET Coordinator) NB. Students may be charged an additional cost of \$10-20 during the course for an excursion.

Content:

➤ SITHCCC038B	Plan catering for an event or function (from SIT30707 – Cert III in Hospitality package)	40 hours
➤ SITHFAB003A	Serve Food and Beverages to customers (from SIT20207 – Cert II in Hospitality Package)	110 hours
➤ BSBFLM303C	Contribute to effective workplace relationships (from SIT20207 – Cert II in Hospitality Package - Elective)	40 hours
➤ BSBWOR301A	Organise personal work priorities & development (from SIT20207 – Cert II in Hospitality Package - Elective)	30 hours
➤ SITXOHS002A	Follow Workplace Hygiene Procedures (from SIT20207 – Cert II in Hospitality Package)	25 hours

A statement of attainment is issued on successful completion of each unit of competency

Assessment:

Competency Based Activities, Practical Assessment

Course pathway:

- Function coordinator
- Wedding Planner
- Special event management
- Event assistant
- Exhibitions assistant
- Conference assistant

Qualifications gained:

Competencies achieved in the following training packages:
Certificate II in Hospitality SIT20207
Certificate III in Hospitality SIT30707
Enter in DATEX as SIT30707 Certificate III in Hospitality

Contact: School VET Coordinator