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**KICK START  
YOUR CAREER IN  
SPORT**

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# ABOUT US



Ace Sports PTY. LTD trading as 'Ace Sports Academy' was established in 2004. Located in the heart of the Gold Coast, Australia, The Ace Sports Academy is a Registered Training Organisation (RTO) specialising in delivering nationally recognised qualifications within Australia's Sport, Fitness & Community Recreation industry.



ACE delivers a number of qualifications to kick-start your career into the sport and recreation industry.

- **SIS20115** - Certificate II In Sport And Recreation
- **SIS30115** - Certificate III In Sport And Recreation
- **SIS20513** - Certificate II In Sport Coaching
- **SIS30713** - Certificate III In Sport Coaching
- **SIS30315** - Certificate III In Fitness
- **SIS50612** - Diploma Of Sport Development



Ace Sports Pty. Ltd is fully licensed and approved by the Australian Skills Quality Authority (ASQA) and The Australian Council for Private Education and Training (ACPET) to deliver Vocational Education and Training (VET). We are also CRICOS registered, allowing us to deliver our courses to International students.



RTO: 31414 / CRICOS: 03005D

# AUSTRALIA'S SPORT, FITNESS AND RECREATION INDUSTRY



**ACCORDING TO THE AUSTRALIAN BUREAU OF STATISTICS, THERE ARE 68,907 PEOPLE EMPLOYED IN OCCUPATIONS WITHIN THE SPORTS AND RECREATION INDUSTRY.**

Today, more and more people are taking part in physical activity, either for the health benefits it provides or purely for social and recreational purposes. This increase in demand means Australia needs more skilled people who are able to provide these services in a safe, fun and professional manner. There are a diverse range of job roles such as:

- Sport Coaches
- Recreation Assistants
- Fitness Instructors
- Sport Development Officers.

We are committed to delivering quality training & education to help foster this increased demand and start students off on the right path. If you enjoy physical activity, interacting with people of all ages and backgrounds, and enjoy helping people achieve their goals, then a job in sport, fitness and recreation may be just for you.



# GET QUALIFIED

Choose your career path and kick-start your journey into the sport, fitness and recreation industry.



**SIS20115 -  
CERTIFICATE II IN  
SPORT AND RECREATION**

# SIS20115 - CERTIFICATE II IN SPORT AND RECREATION

## DESCRIPTION

This qualification allows individuals to develop basic functional knowledge and skills for work in customer contact positions in the sport or community recreation industry. These individuals are competent in a range of administrative activities and functions within a team and under supervision.

They are involved in mainly routine and repetitive tasks using practical skills and basic sport and recreation industry knowledge. They work in locations such as sport and recreation centres or facilities and leisure and aquatic centres assisting with the conduct of recreation activities and facility maintenance and operations.

Possible job titles include:

- Community activities assistant
- Customer service assistant
- Leisure assistant
- Recreation assistant
- Retail assistant
- Grounds assistant
- Facility assistant

## COURSE CONTENT

### Core

- **BSBWOR202** - Organise and complete daily work activities
- **HLTAID003** - Provide first aid
- **HLTWHS001** - Participate in workplace health and safety
- **SIXCAI002** - Assist with activity sessions
- **SIXCCS001** - Provide quality service
- **SIXEMR001** - Respond to emergency situations
- **SIXIND001** - Work effectively in sport, fitness and recreation environments
- **SIXIND002** - Maintain sport, fitness and recreation industry knowledge

### Elective

- **SIRXSL002A** - Advise on products and service
- **SIXCAI001** - Provide equipment for activities
- **SIXFAC001** - Maintain equipment for activities
- **SIXFAC002** - Maintain sport, fitness and recreation facilities
- **SIRXMER201** - Merchandise products

## CAREER OUTCOMES

### Recreation assistants

Recreation assistants play a crucial role in apprentice positions in sport and recreation centres.

They work under supervision to help and assist with organising and coordinating recreation facilities and programs.

These can range from sporting events and tournaments, school holiday programs, or arts and crafts activities.

Recreation assistants also work with community groups to help them to develop their own skills in these areas.

Recreation assistants are often employed by community recreation centres and local councils.

Recreation assistants may:

- Promote local sporting and recreational events and activities such as community functions, school holiday programs, cultural activities and sporting competitions.
- Assist with equipment purchasing and maintenance work
- Assist clients in identifying their recreational needs and encourage and support them to participate in activities suited to their needs and interests.
- Provide information on available resources within the local community
- Support strategies to encourage community participation in activities
- Liaise with various members of the community
- Provide information on available resources within the local community and from associated agencies
- Encourage community participation in recreational activities



**SIS30115 -  
CERTIFICATE III IN  
SPORT AND RECREATION**

# SIS30115 - CERTIFICATE III IN SPORT AND RECREATION

## DESCRIPTION

This qualification reflects the multi-skilled role of individuals in operational and customer support positions in the sport or community recreation industry. These individuals are competent in a range of activities and functions requiring autonomous work within a defined range of situations and environments.

They work in locations such as fitness centres, sporting grounds or complexes, leisure and aquatic centres and community recreation centres.

Possible job titles include:

- Recreation officer
- Activity operation officer
- Sport and recreation attendant
- Community activities officer
- Leisure services officer

## COURSE CONTENT

### Core

- **BSBWHS303** - Participate in WHS hazard identification, risk assessment and risk control
- **BSBWOR301** - Organise personal work priorities and development
- **HLTAID003** - Provide first aid
- **HLTWHS001** - Participate in workplace health and safety
- **ICTWEB201** - Use social media tools for collaboration and engagement
- **SISXCAI003** - Conduct noninstructional sport, fitness or recreation sessions
- **SISXCAI004** - Plan and conduct programs
- **SISXCCS001** - Provide quality service
- **SISXEMR001** - Respond to emergency situations

### Elective

- **SISXIND006** - Conduct sport, fitness or recreation events
- **SISXADM001** - Organise and supervise participant travel
- **BSBWOR204** - Use business technology
- **SISXFAC005** - Manage stock supply and purchase
- **BSBADM307** - Organise schedules

## CAREER OUTCOMES

### Recreation officers

Recreation officers plan, organise, and coordinate recreation facilities and programs. These can range from sporting events and tournaments, school holiday programs, and arts and crafts activities. Their tasks can include developing proposals, applying for funding, finding venues, coordinating volunteers and running programs on the day.

Recreation officers also work with community groups to help them to develop their own skills in these areas. Recreation officers are often employed by community recreation centres and local councils.

Recreation assistants may:

- Plan, organise, and promote local sporting and recreational events and activities such as community functions, school holiday programs, cultural activities and sporting competitions.
- Develop and administer recreational policy
- Prepare and administer budgets and resource allocations
- Coordinate and arrange meetings and venues
- Recruit, train and supervise recreation leaders and volunteers
- Coordinate facilities and equipment purchasing and maintenance
- Work with key members of the community
- Write proposals, evaluations, correspondence and prepare submissions and reports for government bodies/agencies.
- Assist clients in identifying their recreational needs
- Provide information on available resources within the local community and from associated agencies
- Develop strategies that encourage community participation in recreational activities
- Collect and analyse data from projects and report on the project outcomes
- Advise management on matters requiring their attention and implement their decisions



**SIS20513 -  
CERTIFICATE II  
IN SPORT COACHING  
(TENNIS)**

## DESCRIPTION

This qualification reflects the role of individuals who apply the skills and knowledge to be competent in delivering a basic instruction session for a sport. Work may be undertaken as part of a team and would be performed under supervision or independently in a structured environment such as a sporting club or school. Individuals wishing to undertake this qualification should be current or past participants in the respective sport specialisation chosen as part of this qualification.

Possible job titles include:

- Community coach
- Assistant coach

## COURSE CONTENT

### Core

- **BSBWOR202A** - Organise and complete daily work activities
- **HLTAID003** - Provide first aid
- **SISSCO101** - Develop and update knowledge of coaching practices
- **SISSCO202** - Coach beginner or novice participants to develop fundamental motor skills
- **SISSDE201** - Communicate effectively with others in a sport environment
- **SISXCAI002** - Assist with activity sessions
- **SISXIND002** - Maintain sport, fitness and recreation industry knowledge
- **SISXWHS101** - Follow work health and safety policies

### Elective

- **SISSTNS204** - Conduct red stage tennis activities
- **SISSTNS205** - Interpret and apply the rules and regulations of tennis
- **SISSTNS206** - Develop and update knowledge of tennis development programs
- **SISXCAI01A** - Provide equipment for activities
- **SISSOFI01** - Develop and update officiating knowledge

## CAREER OUTCOMES

Community/Assistant sport coaches work as part of a team, under supervision in a structured environment such as a sporting club or school.

They are competent in delivering basic instructional sessions for a particular sport. These can range from simple technical and tactical instruction to novice or beginner participants usually at grass roots level.

Assistant coaches facilitate the development of novice participants in order to improve fundamental motor skills and performance of the individual or team. They usually have an interest or specialise in a particular sport and can operate at a local or regional, state or territory, national and international level. There is a high demand for assistant sport coaches to help facilitate and grow sport at grass roots levels. These assistant coaches are employed by sporting clubs and associations, government agencies, government funded centres (e.g. The Australian Institute of Sport), holiday resorts and centres specialising in particular sports (e.g. Horse-riding schools), swimming centres, health clubs and community institutions.

They may perform the following tasks:

- Observe individual performances to determine the level of instruction required
- Teach basic techniques for players to acquire or improve fundamental motor skills
- Supervise practice sessions
- Assist in the delivery of basic coaching sessions under the supervision of a head coach
- Implement sports first aid procedures and apply sports first aid
- Plan and direct game strategy in consultation with club officials



# SIS30713 - CERTIFICATE III IN SPORT COACHING (TENNIS)

# SIS30713 - CERTIFICATE III IN SPORT COACHING (TENNIS)

## DESCRIPTION

This qualification reflects the role of individuals who apply the skills and knowledge to undertake a role as a coach. Likely functions for someone with this qualification include observing the performance of sports participants to determine the required level of instruction, and planning, conducting and evaluating individualised and team based training programs. Those with this qualification would also supervise practice sessions and provide in competition assistance to participants.

Possible job titles include:

- Coach
- Personal coach

## COURSE CONTENT

### Core

- **HLTAID003** - Provide first aid
- **SISSCO101** - Develop and update knowledge of coaching practices
- **SISSCO202** - Coach beginner or novice participants to develop fundamental motor skills
- **SISSCO303** - Plan and deliver coaching programs
- **SISSCO304** - Customise coaching for athletes with specific needs
- **SISSDE201** - Communicate effectively with others in a sport environment
- **SISXFAC001** - Maintain equipment for activities
- **SISXRSK301A** - Undertake risk analysis of activities
- **SITXCOM005** - Manage conflict

### Elective

- **SISSTNS205** - Interpret and apply the rules and regulations of tennis
- **SISSTNS307** - Coach red stage tennis players
- **SISSTNS308** - Coach orange stage tennis players
- **SISSTNS309** - Coach green stage tennis players
- **SISSCOP202A** - Develop a personal management plan
- **SISXCAI003** - Conduct non-instructional sport, fitness or recreation sessions

## CAREER OUTCOMES

A sports coach teaches individuals and teams to improve the way they play their sport by analysing their performances, instructing players in relevant skills and enhancing players' performance. Coaches facilitate the development of athletes in order to improve performance of the individual or team.

This requires the coach to:

- Plan, conduct and evaluate training
- Evaluate and analyse the sport specific performance of individual athletes and/or teams
- Design individualised training programs
- Apply a variety of teaching methods and instructional styles

Sport coaches are employed by sporting clubs and associations, government agencies, government funded centres (e.g. The Australian Institute of Sport), holiday resorts and centres specialising in particular sports (e.g. Horse-riding schools), swimming centres, health clubs and community institutions.

They may perform the following tasks:

- Observe individual performances to determine the level of instruction required
- Teach techniques for players to acquire additional skills or improve existing skills
- Plan, conduct, monitor and adjust an individualised training program
- Implement sports first aid procedures and apply sports first aid
- Supervise the physical development of athletes by teaching or developing the skills of strength and conditioning
- Aid in the psychological preparation of athletes to meet the needs of competition and training
- Organise and liaise with sports science support staff and officials
- Provide information about drugs in sport issues
- Apply the principles of eating for peak performance
- Plan and direct game strategy, sometimes in consultation with club officials
- Analyse the progress of games or competitions and give signals and instructions to players
- Travel with teams or individuals



**SIS30315 -  
CERTIFICATE III IN  
FITNESS**

# SIS30315 - CERTIFICATE III IN FITNESS

## DESCRIPTION

This qualification reflects the role of instructors who perform a range of activities and functions within the fitness industry. Depending on the specialisation chosen, this qualification provides a pathway to work as an instructor providing exercise instruction for group, aqua or gym programs. They work independently with some level of autonomy in a controlled environment such as fitness, leisure, aquatic and community centres where risks are managed through pre-existing risk assessment and hazard control processes.

Possible job titles include:

- Group Fitness Instructor
- Gym instructor

## COURSE CONTENT

### Core

- **SISFFIT001** - Provide health screening and fitness orientation
- **SISFFIT002** - Recognise and apply exercise considerations for specific populations
- **SISFFIT003** - Instruct fitness programs
- **SISFFIT004** - Incorporate anatomy and physiology principles into fitness programming
- **SISFFIT005** - Provide healthy eating information
- **SISFFIT014** - Instruct exercise to older clients
- **SISXCCS001** - Provide quality service
- **SISXFAC001** - Maintain equipment for activities
- **SISXIND001** - Work effectively in sport, fitness and recreation environments

### Elective

- **BSBRK401** - Identify risk and apply risk management processes
- **HLTAID003** - Provide first aid
- **HLTWHS001** - Participate in workplace health and safety
- **SISFFIT007** - Instruct group exercise sessions
- **SISFFIT011** - Instruct approved community fitness programs
- **SISFFIT006** - Conduct fitness appraisals
- **SISFFIT012** - Instruct movement programs to children aged 5 to 12 years

## CAREER OUTCOMES

If you would like to provide services to people in a vibrant and positive environment, you should consider a career in the fitness industry.

Gym/Group Fitness Instructors are typically employed to instruct and deliver group fitness classes in fitness centres or studios. A large number of roles in an expanded range of settings have emerged. These include instruction, consulting and management roles across a variety of settings such as community, sport, workplace, outdoor and mobile services.

More than ever before, exercise professionals are able to plan and extend their career through delivering a range of services in a variety of settings, to a larger proportion of the community.

There is a range of specialisations to choose from including gym instructor, group exercise instructor, children's trainer and older client trainer.

They may perform the following tasks:

- Assessing the needs and capabilities of individuals through a prescribed health risk screening process'
- Monitoring fitness programs
- Planning and delivering exercise programs in circuit training
- Exercising to music
- Running forms of group fitness classes
- Providing healthy eating advice using nationally endorsed guidelines.
- Work at fitness centre receptions
- Attending to sales, public relations and membership issues.



**SIS50612 -  
DIPLOMA OF  
SPORT DEVELOPMENT**

# SIS50612 - DIPLOMA OF SPORT DEVELOPMENT

## DESCRIPTION

This qualification provides the skills and knowledge for an individual intending to pursue a career in sport development. Occupational outcomes for this qualification can vary from managing competitions, sports venues and facilities and identifying and developing athletes. Work at this level would be undertaken with a high degree of autonomy.

Possible job titles include:

- Competition manager
- Program developer
- Talent development manager
- Sport development manager.

## COURSE CONTENT

### Core

- **BSBADM502B** - Manage meeting
- **ICAICT308A** - Use advanced features of computer applications
- **SISSCO306** - Provide drugs in sport information
- **SISSCO307** - Provide nutrition information to athletes
- **SISSCO308** - Support athletes to adopt principles of sports psychology
- **SIXCAI306A** - Facilitate groups
- **SIXCCS403A** - Determine needs of client populations
- **SIXIND404A** - Promote compliance with laws and legal principles
- **SIXIND406A** - Manage projects
- **SIXRSK502A** - Manage organisational risks
- **SIXWHS402** - Implement and monitor work health

### Elective

- **SIXFAC404A** - Coordinate facility and equipment acquisition and maintenance
- **SIXFAC506A** - Manage stock supply and purchase
- **SISSCO101** - Develop and update knowledge of coaching practices
- **SISSOF101** - Develop and update officiating knowledge
- **SISSCOP306A** - Prepare a sponsorship proposal
- **SISSPT303A** - Conduct basic warm-up and cool-down programs
- **SIXCCS404A** - Address Client Needs
- **SIXCAI305A** - Conduct Individualised Long Term Training Programs
- **SISSCO303** - Plan & Deliver Coaching Programs

## CAREER OUTCOMES

Sport development officers are required to liaise with a number of stakeholder groups to increase the profile of sport, implement and administer junior sports programs or clinics within clubs and schools in specific sports, train coaches and teachers, recruit young people, parents and volunteers to the sport, and fixture and schedule competitions.

They promote and manage the effective provision of services and programs in locations such as fitness centres, outdoor sporting grounds or complexes or aquatic centres or community recreation centres. They may also be responsible for the day to day business of running the Centre including staff and budget management.

They may perform the following tasks:

- Develop programs and services that meet the community and clients' needs
- Consult widely to develop and manage short and long term business plans for the centre
- Supervise the design, planning and maintenance of sport and recreation facilities
- Ensure facilities conform to fire and other safety standards
- Plan, organise and manage sport and recreation events
- Develop and implement publicity campaigns for the centre and its programs
- Select and training staff and identify staff training needs
- Manage the office, facilities and/or program staff
- Coordinate the business activities of the Centre
- Report to stakeholders including government agencies
- Manage finances and organisational risks

# UNIVERSITY PATHWAYS

Ace Sports Academy provides its students with ways of obtaining a position into University degree programs known as 'pathways'.



## ARTICULATION AGREEMENTS & CREDIT TRANSFER WITH GRIFFITH

By completing our Diploma Of Sport Development students are approved for articulation arrangements with Griffith University to study the following bachelors:



Amazing business careers begin with a global perspective

Jodie Fox  
Co-founder, Shoes of Prey  
Top 30 most influential women in retail

### BACHELOR OF BUSINESS

If you're interested in managing large teams, making sure workers are protected, investigating why consumers buy certain products or ensuring tourists have a great experience, then a business major is for you.



Amazing tourism careers begin with Australia's leading tourism educator

John O'Sullivan  
Managing Director, Tourism Australia

### BACHELOR OF INTERNATIONAL TOURISM AND HOTEL MANAGEMENT

You'll learn from a multi-award winning educator and earn a degree accredited by the International Centre of Excellence in Tourism and Hospitality Education (THE-ICE), meaning your qualifications are recognised globally for their quality.

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# STUDY OPTIONS

CHOOSE YOUR PREFERRED MATHOD OF STUDY

## FULL TIME

Full time courses are delivered face to face and run over 4 terms throughout the year at the Gold Coast PCYC. Course lengths are 52 weeks per qualification. Students also receive 24/7 gym access, Tennis court access, boxing room access and full group sport, fitness and recreation class access. Full time courses are designed to incorporate both practical and theoretical aspects of study involving lectures, sport sessions and recreational activities to help you learn about the sport and recreation industry in a hands on practical way.

## BLENDED/ONLINE

You can study with us online at your own pace and receive technical support throughout your course. Students are assessed both practically and theoretically. Some areas of competency may require you to have access to a real sporting facility, club, or workplace so that practical assessments can be evidenced by a third party.

We are able to assist in work/study placement to help students fulfil their study requirements.

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# TRAINING AND ASSESMENT

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Ace Sports Academy employs a team of highly experienced trainers and assessors to ensure quality training and assessment is provided to every student.

### Method of assessment

A range of assessment methods are used to assess practical skills and knowledge including:

- Performing practical demonstrations
- Interviews and Research
- Written or Oral Questioning
- Working in real life sport, fitness and recreation environments.

# FACILITY ACCESS

GAIN ACCESS TO GREAT FACILITIES WHEN YOU STUDY FULL TIME



## TENNIS

Participate in Group Tennis lessons with professional coaches and trainers. Students gain access to 2 full sized synthetic grass tennis courts including tennis racquets and tennis balls during school operating hours provided there are no group classes being conducted.



## GROUP SPORT, FITNESS & RECREATION CLASSES

Gain weekly access to group fitness classes including: Boxercise, Yoga, Tabata, Pilates, Spin, Lift it and other cardio and weights based training classes with professional instructors.



## BOXING & SELF DEFENCE

Students gain access to PCYC's boxing and self defence room. Equipped with a full sized boxing ring, punching bags and lots of open floor space for sparing practice. Access is available during club operating hours, provided there are no group classes being conducted.



## 24/7 GYM

PCYC Gym provides state of the art strength training equipment. Including a full range of modern cardio equipment and an extensive selection of free weights, a functional training area, PLASMA TV screens and is fully air-conditioned with easy access to bathroom and shower facilities.

All full time students gain full access to P.C.Y.C's 24/7 gym. These courses are suitable for any level participant.



# INTERNATIONAL STUDENTS

WE ARE CRICOS REGISTERED ALLOWING US TO DELIVER OUR QUALIFICATIONS TO INTERNATIONAL STUDENTS

STUDY IN THE HEART OF THE GOLD COAST



Gold Coast City has been identified as one of the most desirable places in the world to live, ranked on political, social, economic and environmental factors, personal safety and health.

It is the ideal location for active, health conscious people interested in sport, recreation and fitness.

The region is currently preparing to host the 2018 Commonwealth Games, building and upgrading various sports venues all over the Gold Coast.

## STUDY **GOLD**COAST.™

We are proud to be members of 'Study Gold Coast' who are the peak education and training body for the Gold Coast.

### **CRICOS**

Commonwealth Register of Institutions and Courses for Overseas Students





# LOCATION & FACILITIES



Ace Sports Academy operates out of the Gold Coast Police Citizens Youth Club. The PCYC is a prominent 'not for profit' community centre on the Gold Coast providing sport, fitness and recreational activities for all members of the community at very affordable prices. PCYC Gold Coast is committed to providing a safe and healthy environment for people with a focus on youth development.



Address: 180 Monaco Street,  
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4218



Open: Monday To Friday 9am - 5pm



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