Qualification Specification for:

OCN NI Level 2 Award in Sports Development and Volunteering
➢ Qualification No: 610/1690/1

OCN NI Level 2 Certificate in Sports Development and Volunteering
➢ Qualification No: 610/1689/5

Qualification Regulation Information

OCN NI Level 2 Award in Sports Development and Volunteering
Qualification No.   610/1690/1

Operational start date: 15 November 2022
Operational end date: 14 November 2027
Certification end date: 14 November 2029

OCN NI Level 2 Certificate in Sports Development and Volunteering
Qualification No.   610/1689/5

Operational start date: 15 November 2022
Operational end date: 14 November 2027
Certification end date: 14 November 2029

Qualification operational start and end dates indicate the lifecycle of a regulated qualification. The operational end date is the last date by which learners can be registered on a qualification and the certification end date is the last date by which learners claim their certificate.

All OCN NI regulated qualifications are published to the Register of Regulated Qualifications (**http://register.ofqual.gov.uk/**). This site shows the qualifications and awarding organisations regulated by CCEA Regulation and Ofqual.

OCN NI Contact Details

Open College Network Northern Ireland (OCN NI)
Sirius House
10 Heron Road
Belfast
BT3 9LE

Phone: 028 90463990
Web: **www.ocnni.org.uk**

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Foreword

This document explains OCN NI's requirements for the delivery and assessment of the following regulated qualifications:

- ➢ **OCN NI Level 2 Award in Sports Development and Volunteering**
- ➢ **OCN NI Level 2 Certificate in Sports Development and Volunteering**

This specification sets out:

- Qualification features
- Centre requirements for delivering and assessing the qualification
- The structure and content of the qualification
- Assessment requirements for the qualification
- OCN NI's quality assurance arrangements for the qualification
- Administration

OCN NI will notify centres in writing of any major changes to this specification. We will also publish changes on our website at **www.ocnni.org.uk**

This specification is provided online, so the version available on our website is the most up to date publication. It is important to note that copies of the specification that have been downloaded and printed may be different from this authoritative online version.

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About Regulation

OCN NI

Open College Network Northern Ireland (OCN NI) is a regulated Awarding Organisation based in Northern Ireland. OCN NI is regulated by CCEA Regulation to develop and award professional and technical (vocational) qualifications from Entry Level up to and including Level 5 across all sector areas. In addition, OCN NI is regulated by Ofqual to award similar qualification types in England.

The Regulated Qualifications Framework: an overview

The Regulated Qualifications Framework (RQF) was introduced on 1st October 2015: the RQF provides a single framework for all regulated qualifications.

Qualification Level

The level indicates the difficulty and complexity of the knowledge and skills associated with any qualification. There are eight levels (Levels 1-8) supported by three 'entry' levels (Entry 1-3).

Qualification Size

Size refers to the estimated total amount of time it could typically take to study and be assessed for a qualification. Size is expressed in terms of Total Qualification Time (TQT), and the part of that time typically spent being taught or supervised, rather than studying alone, is known as Guided Learning Hours (GLH).

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Qualification Features

Sector Subject Area
8.1   Sport, leisure, and recreation

Qualifications' Aim
The OCN NI Level 2 Award and Certificate in Sports Development and Volunteering qualifications are designed to provide the learner with skills required to work in sports development and volunteering.

Qualifications' Objectives
These qualifications are designed to provide the learner with skills and knowledge related to the following:

- sports development principles and practices
- the role of a volunteer
- grassroots sports and coaching development models, philosophies, and styles
- equality and inclusion in sport

Grading
Grading for these qualifications is pass/fail.

Qualification Target Group
The qualifications are targeted at learners who wish to develop their understanding of volunteering within sports development.

Progression Opportunities
The OCN NI Level 2 Award and Certificate in Sports Development and Volunteering qualifications will allow learners to progress from the award to further learning or employment in a sports related discipline.

Entry Requirements
There are no formal entry requirements however learners must be at least 14 years of age.

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Qualification Support

A Qualification Support pack is available for OCN NI centres within the login area of the OCN NI website (https://www.ocnni.org.uk/my-account/), which includes additional support for teachers, eg planning and assessment templates, guides to best practice, etc.

Delivery Languages

These qualifications are available in English only at this time. If you wish to offer the qualifications in Welsh or Irish (Gaeilge) then please contact OCN NI who will review demand and provide as appropriate.

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Centre Requirements for Delivering the Qualification

Centre Recognition and Qualification Approval

New and existing OCN NI recognised centres must apply for and be granted approval to deliver the qualification prior to the commencement of delivery.

Centre Staffing

Centres are required to have the following roles in place as a minimum, although a member of staff may hold more than one role*:

- Centre contact
- Programme Co-ordinator
- Tutor
- Assessor
- Internal Verifier

*Note: A person cannot be an internal verifier for their own assessments.

Tutors

Tutors delivering the qualifications should be occupationally competent at a higher level than the qualifications and have a minimum of one year's relevant experience in the sports industry.

Assessors

The qualifications are assessed within the centre and are subject to OCN NI's quality assurance processes. Units are achieved through internally set, internally assessed, and internally verified evidence.

Assessors must:
- be occupationally competent at a higher level than the qualifications
- have a minimum of one year's experience in the area they are assessing
- have direct or related relevant experience in assessment
- have a sound understanding of the current National Occupational Standards (NOS)
- assess all assessment tasks and activities

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Internal Verification

OCN NI qualifications must be scrutinised through the centre's internal quality assurance processes as part of the recognised centre agreement with OCN NI. The centre must appoint an experienced and trained centre internal verifier whose responsibility is to act as the internal quality monitor for the verification of the delivery and assessment of the qualifications.

The centre must agree a working model for internal verification with OCN NI prior to delivery of the qualifications.

Internal Verifiers must:

- have direct or related relevant experience in assessment and verification
- attend OCN NI's internal verifier training in order to be approved by OCN NI
- support tutors and assessors through centre standardisation meetings held within the centre at appropriate points in the year and records maintained for the external verifier
- sample assessments according to the centre's sampling strategy
- ensure tasks are appropriate to the level being assessed
- maintain up-to-date records supporting the verification of assessment and learner achievement

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Structure and Content

OCN NI Level 2 Award in Sports Development and Volunteering

To achieve the qualification, learners must successfully complete the two units below for a total of 6 credits.

Total Qualification Time (TQT) for this qualification: 60 hours
Guided Learning Hours (GLH) for this qualification: 48 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	Credit Value	GLH	TQT	Level
Units						
L/650/4648	CBG092	Sports Development	3	24	30	Two
M/650/4649	CBG093	Understanding Volunteering	3	24	30	Two

OCN NI Level 2 Certificate in Sports Development and Volunteering

To achieve the qualification, learners must successfully complete all four units below for a total of 15 credits.

Total Qualification Time (TQT) for this qualification: 150 hours
Guided Learning Hours (GLH) for this qualification: 120 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	Credit Value	GLH	TQT	Level
Units						
L/650/4648	CBG092	Sports Development	3	24	30	Two
M/650/4649	CBG093	Understanding Volunteering	3	24	30	Two
Y/650/4650	CBG094	Grassroots Sports and Coaching	5	40	50	Two
A/650/4651	CBG096	Understanding Inclusion and Equality in Football	4	32	40	Two

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Unit Details

Title	Sports Development
Level	Two
Credit Value	3
Guided Learning Hours (GLH)	24
OCN NI Unit Code	CBG092
Unit Reference No	L/650/4648

Unit purpose and aim(s): This unit will enable the learner to understand sports development, including principles and practices, local and international differences and influencing factors.

Learning Outcomes	Assessment Criteria
1. Understand sports development and its impact on communities.	1.1. Describe with examples what is meant by sports development. 1.2. Describe the following stages of the sports development continuum: a) foundation b) participation c) performance d) elite 1.3. Assess the impact of each stage identified in AC 1.2 within own community in relation to the following: a) participation b) facilities c) governance d) volunteers e) pathways
2. Understand the principles and practices used in sports development.	2.1. Illustrate the principles and practices used in sports development.
3. Understand local and international sports development.	3.1. Compare and contrast local and international sports development.
4. Understand factors that impact sports development.	4.1. Describe with examples how the following factors may influence sports development: a) political b) economical c) social 4.2. Analyse one of the factors identified in AC 4.1. and its impact on a given sport.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

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Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log

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Title	Understanding Volunteering
Level	Two
Credit Value	3
Guided Learning Hours (GLH)	24
OCN NI Unit Code	CBG093
Unit Reference No	M/650/4649

Unit purpose and aim(s): This unit will enable the learner to understand the role of a volunteer, their importance within sport including the benefits and opportunities associated with volunteering.

Learning Outcomes	Assessment Criteria
1. Understand the role of a volunteer, sources of support and examples of good practice.	1.1. Define the role of a volunteer. 1.2. Compare and contrast the role of a volunteer with a paid employee. 1.3. Outline how a volunteer may transition from a volunteering role to paid employment. 1.4. Identify appropriate sources of different support including sports volunteering. 1.5. Analyse with examples good volunteering practice within own community.
2. Understand the importance of volunteers within sport.	2.1. Describe the different roles of volunteers within sport and their importance.
3. Understand the benefits and opportunities associated with volunteering.	3.1. Describe at least three benefits of volunteering. 3.2. Identify at least two different volunteering opportunities within local community and sport.
4. Understand how own learning style, strengths and weaknesses may be applied in volunteering opportunities.	4.1. Assess how own learning style, strengths and weaknesses may be applied in volunteering opportunities.
5. Be able to reflect on volunteering experiences.	5.1. Reflect on own volunteering experiences and their impact on personal career development.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log

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Title	Grassroots Sports and Coaching
Level	Two
Credit Value	5
Guided Learning Hours (GLH)	40
OCN NI Unit Code	CBG094
Unit Reference No	Y/650/4650

Unit purpose and aim(s): This unit will enable the learner to understand grassroots sports and coaching including coaching development models, philosophies, and different coaching styles.

Learning Outcomes	Assessment Criteria
1. Understand grassroots sports and coaching.	1.1. Describe at least two key strategies used to develop grassroots sports. 1.2. Describe the key areas that underpin grassroots coaching. 1.3. Describe key structures and frameworks in place within grassroots football in own area.
2. Understand the different skills required to be an effective grassroots sports coach.	2.1. Assess own skill set, identifying strengths and weakness in relation to coaching grassroots sports. 2.2. Describe why planning and organisational skills are important in coaching grassroots sports. 2.3. Demonstrate the key skills required to be an effective grassroots sports coach.
3. Be able to apply coaching development models.	3.1. Compare and contrast at least two different coaching development models and their importance. 3.2. Apply the most appropriate coaching development model identified in A.C 3.1 for a given sport.
4. Understand the importance of reflective practice in coaching.	4.1. Describe why reflective practice is important in the development of players and coaches. 4.2. Identify different reflective practice methods a coach may use to reflect on own practices.
5. Understand different coaching styles and approaches.	5.1. Compare and contrast at least three different coaching styles 5.2. Describe the most appropriate coaching approach for each of the following types of learners: a) visual b) auditory c) kinesthetic
6. Be able to plan, deliver and evaluate a coaching session plan for a given sport.	6.1. Plan, deliver and evaluate a coaching session for a given sport to include: a) risks b) participant needs c) coaching style and approach d) the application of a reflective method identified in AC 4.2 e) areas for improvement

Assessment Guidance
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content

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Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

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Title	Understanding Inclusion and Equality in Football
Level	Two
Credit Value	4
Guided Learning Hours (GLH)	32
OCN NI Unit Code	CBG096
Unit Reference No	A/650/4651

Unit purpose and aim(s): This unit will enable the learner to understand the importance of equality and inclusion in football.

Learning Outcomes	Assessment Criteria
1. Understand inclusion in football.	1.1. Describe with examples what is meant by inclusion in football including possible barriers and how they may be overcome.
2. Understand racism and bias in football and preventative strategies.	2.1. Describe with examples what is meant by the following terms: a) racism b) discrimination c) prejudice d) stereotype e) equality 2.2. Compare with examples the difference between implicit and explicit bias in the football community. 2.3. Illustrate with examples how racism and discrimination have occurred in the football community. 2.4. Describe different strategies that have been applied to overcome racism and discrimination within both local and national football communities and their effectiveness.
3. Understand equality and diversity in football and how it may be implemented in own community.	3.1. Describe with examples the importance of respecting equality and diversity in football. 3.2. Create an equality and diversity campaign for own football community and how it may be implemented.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log

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Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

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Quality Assurance of Centre Performance

External Verification

All OCN NI recognised centres are subject to External Verification. External verification visits and monitoring sports activities will be conducted annually to confirm continued compliance with the conditions of recognition, review the centre's risk rating for the qualifications and to assure OCN NI of the maintenance of the integrity of the qualifications.

The External Verifier will review the delivery and assessment of the qualifications. This will include the review of a sample of assessment evidence and evidence of the internal verification of assessment and assessment decisions. This will form the basis of the EV report and will inform OCN NI's annual assessment of centre compliance and risk. The External Verifier is appointed by OCN NI.

Standardisation

As a process, standardisation is designed to ensure consistency and promote good practice in understanding and application of standards. Standardisation events:

- make qualified statements about the level of consistency in assessment across centres delivering a qualification
- make statements on the standard of evidence that is required to meet the assessment criteria for units in a qualification
- make recommendations on assessment practice
- produce advice and guidance for the assessment of units
- identify good practice in assessment and internal verification

Centres offering units of an OCN NI qualification must attend and contribute assessment materials and learner evidence for standardisation events if requested.

OCN NI will notify centres of the nature of sample evidence required for standardisation events (this will include assessment materials, learner evidence and relevant assessor and internal verifier documentation). OCN NI will make standardisation summary reports available and correspond directly with centres regarding event outcomes.

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Administration

Registration

A centre must register learners within 20 working days of commencement of a qualification.

Certification

Certificates will be issued to centres within 20 working days of receipt of correctly completed results marksheets. It is the responsibility of the centre to ensure that certificates received from OCN NI are held securely and distributed to learners promptly and securely.

Charges

OCN NI publishes all up to date qualification fees in its Fees and Invoicing Policy document. Further information can be found on the centre login area of the OCN NI website.

Equality, Fairness and Inclusion

OCN NI has considered the requirements of equalities legislation in developing the specification for these qualifications. For further information and guidance relating to access to fair assessment and the OCN NI Reasonable Adjustments and Special Considerations policies, centres should refer to the OCN NI website.

Retention of Evidence

OCN NI has published guidance for centres on the retention of evidence. Details are provided in the OCN NI Centre Handbook and can be accessed via the OCN NI website.

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