



### 1. TITLE OF THE PROFESSION

03145001 Kulturális rendezvény szervezője

### 2. TRANSLATED TITLE OF THE PROFESSION

Cultural event organiser

(THIS TRANSLATION HAS NO LEGAL STATUS)

### 3. PROFILE OF SKILLS AND COMPETENCES

- plans cultural events knowing the cultural and social characteristics, the institutional system and the local communities of the given settlement, part of the settlement or region;
- realises public cultural projects;
- prepares needs assessments, identifies target groups and participates in the development of the events' marketing strategy;
- prepares the budget of events, helps with fundraising;
- ensures the conditions for the content, crew and technology of events;
- prepares an operational scenario;
- liaises with the participants of events, communicates orally and in writing, uses ICT tools;
- finalises the tasks related to events with the involvement of stakeholders, prepares and evaluates reports and accounts;
- performs filing and administrative tasks according to the protocol of the organisation and the events;
- evaluates the events and the process of event management, carries out follow-up and monitoring activities.

### 4. CLASSIFICATION OF THE VOCATIONAL TRAINING ACCORDING TO THE ISCED FIELDS OF EDUCATION AND TRAINING (ISCED-F)

0314 Sociology and cultural studies

#### (\*) Explanatory notes:

<sup>1</sup> In the original language. | <sup>2</sup> The translation of the designation is provided for information purposes only. | <sup>3</sup> Fill it out if necessary. The certificate supplement provides additional information on the qualification but have no legal value in itself. The format of the description is in conformity with Decision (EU) 2018/646 of the European Parliament and of the Council of 18 April 2018 on a common framework for the provision of better services for skills and qualifications (Europass) and repealing Decision No 2241/2004/EC.

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5. OFFICIAL BASIS OF THE CERTIFICATE				
Name and status of the authority issuing the certificate		Name and status of the national/regional authority providing accreditation/recognition of the certificate Ministry of Culture and Innovation		
Level of the certificate (national or international) NQF level: 5 EQF level: 5 Digital Competence Framework level: 5		Grading scale / Pass requirements Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail		
Certificate number: CXK A  Serial number: 123456 Certificate issue date:  2023.12.15		Designation of the theoretical and practical subjects of the vocational qualification examination and their grades according to a five-grade scale		
		project exercise		
		Presenting a case study and a scenario	100%	5
		Examination part I: Presenting and defending a case study	100%	5
		Examination part II: Presenting and defending a scenario	100%	5
		Result of the qualification examination	100%	5
Access to next level of education/training  To higher education		International agreements		
Other information concerning the vocational training process				
<b>Legal basis</b> Government Decree 12/2020 (II. 7.) on the Implementation of the Vocational Education and Training Act, Government Decree 319/2020 (VII. 1.) on the amendment of Government Decree 12/2020 (II. 7.) on the Implementation of the Vocational Education and Training Act, Government Decree 11/2020 (II. 7.) on the Implementation of the Act on Adult Education, Government Decree 292/2023 (VII. 6.) on the amendments to government decrees due to the ex-post impact assessment of the transformation in vocational education and training.				

## 6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Description of the sectoral basic training and the theoretical and practical vocational training	Distribution of programme elements in percentage
Total duration of the education/training	320 hours
<p><b>Entry requirements:</b></p> <ul style="list-style-type: none"><li>- Secondary education certificate</li></ul> <p><b>Further information:</b></p> <p>PROJECT EXERCISES Describing the geographic, economic, demographic characteristics, as well as the historical and cultural traditions of a given settlement/part of a settlement, focusing on the relations between local society and culture, and the public cultural services provided by local cultural institutions and NGOs, with reference to the literature used. Preparing the scenario for a specific or fictional cultural event. The scenario includes the presentation of the event, the project plan, a clear scenario of the event's realisation, the event's budget, its marketing plan, and the relevant legal references.</p> <p>You can find more information on the Programme and System Requirements in the following link: <a href="https://ikk.hu">https://ikk.hu</a> This certificate supplement was elaborated in accordance with the programme requirements registered by the minister responsible for VET.</p> <p><b>National Reference Point: National Office of Vocational Education and Training and Adult Learning:</b> <a href="https://nrk.nive.hu">https://nrk.nive.hu</a></p>	

Head of Examination Organiser:  
Issue date: 2023.12.15

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