



1. TITLE OF THE PROFESSION

10144001 Sportszervező munkatárs

2. TRANSLATED TITLE OF THE PROFESSION

Sports organiser associate
(THIS TRANSLATION HAS NO LEGAL STATUS)

3. PROFILE OF SKILLS AND COMPETENCES

- contribute to the professional tasks of sports organisations and sports federations, ensuring their operation;
- contribute to the preparation and implementation of projects for the development of sports activities;
- organise training camps, sports competitions and other sports events;
- play an active role in the planning and organisation of sports events;
- coordinate the marketing of such events;
- assist with the legal and administrative tasks relating to his/her activities (coordination, programmes, permits, registers, reports, budget, etc.);
- prepare and organise the competitions (technical coordination, script-writing, requesting medical services, securing participants and organising their activities) and the post-event activities;
- contribute to the organisation of activities and competitions for athletes;
- organise sports and recreational events.

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

1014 Sports

(*) Explanatory notes:

¹ In the original language. | ² The translation of the designation is provided for information purposes only. | ³ 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

<p>Name and status of the authority issuing the certificate</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>Ministry for Innovation and Technology</p>																		
<p>Level of the certificate (national or international)</p> <p>NQF level: 4</p> <p>EQF level: 4</p> <p>Digital Competence Framework level: 4</p>	<p>Grading scale / Pass requirements</p> <p>Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail</p>																		
<p>Certificate number: CXK A</p> <p>Serial number: 123456</p> <p>Certificate issue date:</p> <p>2024.02.21</p>	<p>Designation of the theoretical and practical subjects of the vocational qualification examination and their grades according to a five-grade scale</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3">written</td> </tr> <tr> <td>Written examination task</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">5</td> </tr> <tr> <td>written examination activity</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">5</td> </tr> <tr> <td colspan="3">project exercise</td> </tr> <tr> <td>Project assignment</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Result of the qualification examination</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">5</td> </tr> </table>	written			Written examination task	100%	5	written examination activity	100%	5	project exercise			Project assignment	100%	5	Result of the qualification examination	100%	5
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<p>Access to next level of education/training</p> <p>To higher education</p>	<p>International agreements</p>																		
<p>Other information concerning the vocational training process</p> <p>Government Decree 157/2004 (V. 18.) on the list of qualifications required for the exercise of activities in the field of sports</p>																			
<p>Legal basis</p> <p>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.</p>																			

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	190 hours
<p>Entry requirements:</p> <ul style="list-style-type: none">- Secondary school leaving certificate <p>Further information:</p> <p>WRITTEN EXAMINATION EXERCISES A complex task sheet based on the professional knowledge of the modules on partnerships, the functioning of sports organisations, legal-economic, sporting knowledge, sports event organisation, sports administration and administration basics, foreign language communication in sport, sports facility and equipment management</p> <p>PROJECT EXERCISES The examinee completes three tasks in the project assignment: A) Preparing a portfolio B) Defending a portfolio C) Solving situational tasks</p> <p>You can find more information on the Programme and System Requirements in the following link: https://ikk.hu This certificate supplement was elaborated in accordance with the programme requirements registered by the minister responsible for VET.</p> <p>National Reference Point: National Office of Vocational Education and Training and Adult Learning: https://nrk.nive.hu</p>	

Head of Examination Organiser:
Issue date: 2024.02.21

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