

# Community Sport and Health Officer

☆ Level 3    £ £9,000    🗓 16 months

## 1. What the role entails

The key role of a Community Sport and Health Officer is to initiate behaviour change, with regards to engagement in sport and physical activity, across local communities. The role exists within the sport for development sector, which plays an important role in improving the health of the nation. By working within and across local organisations, individuals will scope, organise and co-ordinate the delivery of opportunities for local communities to get more physically active. Employers are likely to come from the private, public, charitable and third sector and deliver core business activities in leisure, sport, youth work, youth justice, outdoor education and public health.

A Community Sport and Health Officer requires an understanding of the principles of behaviour change and the ability to adapt their delivery to suit different groups in society. Additionally, they should have knowledge of how to manage and lead colleagues or volunteers, experience of how to develop appropriate sports or physical activity programmes and work collaboratively with a network of partners and stakeholders. Typical tasks might include attendance at meetings, supervising sessions, liaising with partner organisations, designing marketing collateral, updating social media or reporting against project criteria.

## 2. On-programme assessments

Apprentices will typically spend between 16 months and 20 months on-programme and undertake the minimum required off-the-job training as per the ESFA funding rules. Apprentices must spend at least 12 months on-programme. Before entering Gateway, apprentices must complete the following on-programme requirements:

- Level 2 English and maths or equivalent qualifications
- a minimum of 5, but no more than 10, Reflective Accounts to underpin the Panel Interview.

## 3. Gateway requirements

The decision to take an apprentice through Gateway is made between the employer, Independent Training Provider (ITP) and the apprentice. The apprentice should only enter Gateway once the employer is content that the apprentice is working at or above the level of the occupational standard.

The apprentice must also complete all of the on-programme elements before they enter Gateway.

## 4. End-point assessment

The end-point assessment (EPA) for the Community Sport and Health Officer apprenticeship standard contains four assessment methods:

### Work-based Observation

The Work-based Observation allows the Independent End-Point Assessor (IEPA) to see the apprentice conducting their normal everyday work. This assessment method is undertaken in the apprentice's workplace, under normal working conditions and should last for 1 hour and 30 minutes.

Grading: fail, pass or distinction.

### Case Study Challenge

The Case Study Challenge is a desk-top exercise similar to those often used in selection and assessment centres. The case study challenge will require the apprentice to solve one regular problem faced in community sport. The Case Study Challenge will last 2 hours and 30 minutes and will be carried out under controlled exam conditions.

Grading: fail, pass or distinction.

### Presentation and Questions and Answers (Q&A)

The apprentice will give a 12 minute Presentation to a panel on a major piece of work they will have selected to showcase. The panel will then have 15 minutes to question the apprentice on the details of their Presentation.

Grading: fail, pass or distinction.

### Panel Interview

The Panel Interview is a check and challenge process on the apprentice's broader experiences including communication, progression plans, their professional network, conflict resolution and soft skills development. Reflective Accounts will be discussed in the Panel Interview. The assessment duration is 45 minutes.

Grading: fail, pass or distinction.

## 5. Grade aggregation table

Work-based Observation	Case study Challenge	Presentation and Q&A	Panel Interview	Overall grading
Pass	Pass	Pass	Pass	Pass
Pass	Pass	Pass	Distinction	Pass
Pass	Pass	Distinction	Pass	Pass
Pass	Distinction	Pass	Pass	Pass
Distinction	Pass	Pass	Pass	Pass
Pass	Pass	Distinction	Distinction	Distinction
Distinction	Pass	Pass	Distinction	Distinction
Distinction	Pass	Distinction	Pass	Distinction
Distinction	Distinction	Pass	Pass	Distinction
Pass	Distinction	Pass	Distinction	Distinction
Pass	Distinction	Distinction	Pass	Distinction
Distinction	Distinction	Distinction	Distinction	Distinction

A fail in any assessment method will result in a fail overall.

## 6. Completion and certification

Once the IEPA verifies the apprentice has successfully completed all EPA methods, NCFE will activate certification. Working with the apprenticeship certificate issuing authority, we will ensure the apprentice receives their certificate.

## 7. What next?

On successful completion of this apprenticeship the Community Sport and Health Officer will be eligible to become an Affiliate Member of the Chartered Institute for the Management of Sport and Physical Activity (CIMSPA). Successful apprentices will be able to move into senior roles within the Sector.

### Why NCFE?

We are an approved End-Point Assessment Organisation (EPAO) specialising in EPA delivery across Health, Education, Social Care, Digital, Active Leisure and Business apprenticeship standards. NCFE offers flexible and reliable EPA solutions supported by sector expertise, guidance documents and proactive service and support.