



DIPLOMA OF EVENTS MANAGEMENT NATIONAL CODE: SIT50316

Events are diverse in nature and this qualification provides a pathway to work in events in a range of industries including the tourism and travel, hospitality, sport, cultural and community sectors. These may be event management companies, event venues, or organisations that organise their own events.



Course delivery

This online program allows you to complete your Diploma of Events within 12 months. Studying online, anywhere, anytime means you can control your own learning at a pace you are comfortable with. We advise that each student's workload will be approximately 7–10 hours per week (guideline only) in order to complete the qualification. A dedicated online facilitator (teacher) manages the learning environment, communicates with students, supports student learning and provides feedback on work submitted.

Entry requirements

There are no entry requirements for this qualification.

This course requires completion of 20 units of competency consisting of nine core units and 11 elective units. The units delivered in this course are:

Unit of Competency

BSBRK501	Manage risk
SITXCOM004	Address protocol requirements
SITXCCS007	Enhance the customer service experience
SITEEVT001	Source and use information on the events industry
SITEEVT002	Process and monitor event registrations
SITEEVT003	Coordinate on-site event registrations
SITEEVT007	Select event venues and sites
SITTTSL008	Book supplier products and services
SITEEVT010	Manage on-site event operations
SITXHRM006	Monitor staff performance
SITXFIN003	Manage finances within a budget
SITXCOM005	Manage conflict
SITXHRM003	Lead and manage people
BSBWRT401	Write complex documents
SITXMGT001	Monitor work operations



SITXMGT002	Establish and conduct business relationships
SITXMGT003	Manage projects
SITTTSL006	Prepare quotations
SITWHS003	Implement and monitor work health safety practices
SITXWHS002	Identify hazards, assess and control safety risks

Units offered may be subject to change

Assessments

A range of assessment methods are used in this course. These include case studies, research projects, practical exercises, online quizzes, video presentations and workplace learning activities each providing you with a portfolio of work experience.

Career opportunities

Job roles and titles vary across different industry sectors. Whether you want to work as an event coordinator, venue coordinator or something similar, this course allows you to learn and apply your skills and knowledge in a flexible way that suits you.

Career pathways

Students who complete this course may continue with a pathway that leads to the Bachelor of Event and Tourism Management at the Northern Sydney Institute in conjunction with the University of Canberra.

Terms and conditions

- » Registration and payment are required to confirm your place and must be received before you commence your online studies.
- » Students withdrawing from a qualification are required to notify their institute in writing.
- » No refunds are given once you are enrolled. However, a substitute may participate in your place.
- » If a course is cancelled you are entitled to a full refund.
- » Students are not eligible for refund of incidental fees.
- » To learn more about our VET Student Loan conditions, please contact us on 131 674.

TAFE NSW courses commence only if there are sufficient resources and demand. Every effort was made to ensure this information was accurate as at December 2016. Changes may have taken place since that time. Contact the Northern Sydney Institute, part of TAFE NSW to confirm course details and availability.

THE BENEFITS OF OUR ONLINE DIPLOMAS



ONLINE

Fit study around your work and lifestyle.



RECOGNITION OF PRIOR LEARNING

Get your prior learning or experience credited towards a course of study.



VET STUDENT LOAN

VET Student Loan may be available for eligible students so that you can study now and pay later.



CONTACT US FOR MORE INFORMATION



(02) 9942 3335



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nsi.edu.au/studyonline