



Events



Certificate III in Events SIT30607

This qualification is the ideal starter for the individual seeking a career in events. Event organisation and management takes place across a full spectrum of business and community activities including cultural, hospitality, sporting and tourism sectors. This ‘hands on’ practical course enables students to experience various realistic sectors within events such as developing event concepts, selecting venues, preparing quotes, booking supplier services, processing delegate registrations and participating in the organisation of an event.



Students completing the Certificate III gain full credit towards a Diploma of Events, and guaranteed entry into the Diploma Program at BNIT on completion of their Certificate III studies

Job opportunities

Event administrative assistant, Event operations assistant, Conference administrative assistant, Exhibition assistant



Features

- One day per week from 09.00 – 4.00pm – continuous attendance is vital
- Ithaca Campus
- This two year course is ideal for Year 10 and 11 students however Year 12 students may enrol but will not be eligible for the Certificate III qualification unless the 5 core and 10 elective units are successfully completed
- Successful completion of SIT30607 Certificate III in Events may articulate into SIT50207 Diploma of Events and SIT60207 Advanced Diploma of Events
- Basic computer skills are essential
- This certificate involves a lot of research, reports, data-base management, business documentation and demonstration of practical skills
- \$77.00 material fee per semester (approximate cost)

Semester One - Core Cluster

SITXCOM001A	Work with colleagues and customers
SITXCOM002A	Work in a socially diverse environment
SITXOHS001A	Follow health, safety and security procedures
BSBCMN205A	Use business technology

Semester Two - Quotes Cluster

SITXEVT001A	Develop and update event industry knowledge
SITXEVT0012A	Select event venues and sites
SITTTSL006A	Prepare quotations
SITTTSL008A	Book and coordinate supplier services

Semester Three - Functions Cluster

SITXEVT009A	Develop event concepts
SITHCCO38A	Plan catering for an event or function
SITXEVT002A	Provide event staging support
SITXEVT005A	Organise inhouse events or functions

Semester Four - Registrations Cluster

SITXEVT003A	Process and monitor event registrations
SITXEVT004A	Coordinate on-site event registrations
SITCOM006A	Address event protocol requirements