



1. TITLE OF THE CERTIFICATE (NL)

Diploma Beroepsonderwijs
Kwalificatie: Leisure & hospitality executive
Kwalificatiedossier: Leisure & hospitality

In the original language

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Certificate Senior Secondary Vocational Education
Qualification: Leisure & hospitality executive
Qualification file: Leisure & hospitality

This translation has no legal status

3. PROFILE OF SKILLS AND COMPETENCES

The most important duties of a Leisure & hospitality executive are:

Core task 1: Carries out front office activities in the recreation accommodation

- 1.1 Acts as central contact person
- 1.2 Carries out administrative duties at reception
- 1.3 Maintains levels of stock of recreational materials and orders
- 1.4 Identifies and deals with complaints

Core task 2: Organises, carries out and supervises recreational activities

- 2.1 Makes a contribution to the recreation plan
- 2.2 Puts together an activity programme
- 2.3 Puts together a scheme for the organisation of a recreational activity
- 2.4 Organises a recreational activity
- 2.5 Makes preparations for the recreational activity to take place
- 2.6 Supervises recreational activities and entertains guests
- 2.7 Monitors the progress and quality of the recreational activity
- 2.8 Is responsible for the safety of guests
- 2.9 Takes action in case of accidents, incidents and calamities
- 2.10 Evaluates and improves recreational activities
- 2.11 Divides up working duties and gives instructions to colleagues in the recreation accommodation
- 2.12 Carries out clearing up duties and cleans the recreation accommodation

Core task 3: Is in charge and carries out management tasks

- 3.1 Makes a plan for the department
- 3.2 Makes a plan for the staffing
- 3.3 Makes analyses for budgets and makes suggestions
- 3.4 Is responsible for purchasing materials and resources
- 3.5 Monitors the budgets
- 3.6 Recruits and selects new colleagues
- 3.7 Carries out performance and assessment interviews
- 3.8 Plans and divides up the working duties
- 3.9 Supervises and manages colleagues

*** Explanatory note**

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information is available at: <http://www.europass.cedefop.europa.eu/>

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3. PROFILE OF SKILLS AND COMPETENCES

- 3.10 Motivates and stimulates collaboration within the team
- 3.11 Monitors and evaluates processes and procedures on the workforce
- 3.12 Holds work meeting
- 3.13 Reports to the contractor/ the management

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE

The Leisure & hospitality executive works in the sector of stay tourism (camping's, bungalow parks, group accommodations, and mixed companies) or the sector of day tourism (indoor and outdoor centres/sporting companies, amusement parks and playgrounds).

5. OFFICIAL BASIS OF THE CERTIFICATE

<p>Name and status of the body awarding the certificate The certificate issued on completion of the programme is signed by the examination board at the school where the pupil attended the programme.</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate Ministry of Education, Culture and Science</p>																				
<p>Level of the certificate (national or international) Qualification level 4 of the Dutch VET qualification structure Characteristics: non-job related skills such as tactical and strategic capacities. The professional bears his or her own responsibility, which is not only related to practical implementation in terms of monitoring and supervision, but also a more formal, organisational responsibility. The range of tasks also includes drafting new procedures. NLQF level 4 - EQF level 4 - ISCED 3A</p>	<p>Grading scale / Pass requirements</p> <table border="0"> <tr><td>10</td><td>excellent</td></tr> <tr><td>9</td><td>very good</td></tr> <tr><td>8</td><td>good</td></tr> <tr><td>7</td><td>very satisfactory</td></tr> <tr><td>6</td><td>pass</td></tr> <tr><td>5</td><td>fail</td></tr> <tr><td>4</td><td>unsatisfactory</td></tr> <tr><td>3</td><td>very unsatisfactory</td></tr> <tr><td>2</td><td>poor</td></tr> <tr><td>1</td><td>very poor</td></tr> </table>	10	excellent	9	very good	8	good	7	very satisfactory	6	pass	5	fail	4	unsatisfactory	3	very unsatisfactory	2	poor	1	very poor
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<p>Access to next level of education/professions Having completed this course of studies, transfer is possible to higher professional education. The Leisure & hospitality executive can be promoted to the position of business manager, head of recreation, or (assistant) manager.</p>	<p>International agreements The profession of Leisure & hospitality executive is not regulated in the Netherlands. However the education and training for this profession on qualification level 4 is regulated under the European directive 2005/36/EC, amended by directive 2013/55/EU. The regulated education and training gives access to regulated professions at the level of a diploma according to article 11 of this directive.</p>																				
<p>Legal basis Act on Vocational Education and Training (WEB), registered number of qualification (crebo): 94130 The education and training for this qualification is offered as of August 1, 2009.</p>																					

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Senior secondary vocational education features two learning pathways: the school-based pathway (bol) and the training on the job pathway (bbl).

In the school-based pathway, the majority of the course consists of theory at school. The extent of the practical component (vocational practice) is between 20% and 60%. In the training on the job pathway, the extent of vocational practice is at least 60% of the course. The participant works four days a week in a training company, and attends school for theory subjects just one day a week.

In principle it is possible to follow both learning pathways, but which pathway is offered will depend on the individual educational institution.

Average duration of the education/ training leading to the certificate	4 year(s) (6400 study hours) (depending on previous education)
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Entry requirements

The certificate preparatory vocational secondary education (vmbo) advanced vocational programme, combined programme, or theoretical programme, or a comparable level.

7. ADDITIONAL INFORMATION

Dutch senior secondary VET is based on qualification files, that each contain one or more qualifications. The information in section 3 and 4 is drawn directly from the qualification file, that is composed by the Centre of Expertise. The complete qualification file is available at www.kwalificatiesmbo.nl, only in Dutch.

Additional information, including a description of the Dutch national qualifications system, is available at the Netherlands National Reference Point (NRP) for VET: www.nlntp.nl

SBB has been appointed by the Ministry of Education, Culture and Science as NRP.