



Level 3 Award in Sports Intermediary

Qualification Specification

Contents

	Page
Introduction	3
Qualification profile	3
Qualification structure	4
Centre requirements	5
Support for candidates	5
Assessment	5
Internal quality assurance	7
Adjustments to assessment	7
Results enquiries and appeals	7
Certification	7
Learning Outcomes and Assessment Criteria	8

Introduction

The Level 3 Award in Sports Intermediary is aimed at candidates who oversee the professional and personal aspects of a professional sports person. Topics include their legal, moral and financial responsibilities as an intermediary, behavioural management and supporting the health and wellbeing of their players/athletes.

There is currently one sport specific pathway, **Football Intermediary**, which is appropriate for individuals who are engaged as an intermediary representing a football player.

The awarding organisation for this qualification is ProQual Awarding Body and the regulatory body is the Office of Qualifications and Examinations Regulation (Ofqual).

This qualification has been accredited onto the Regulated Qualifications Framework (RQF).

Qualification Profile

Qualification title	ProQual Level 3 Award in Sports Intermediary
Ofqual qualification number	603/5317/X
Level	Level 3
Guided learning hours	15
Total qualification time	25
Assessment	Pass or fail Assessed and verified by centre staff External quality assurance by ProQual verifiers
Qualification start date	9/12/2019
Qualification end date	

Entry Requirements

There are no formal entry requirements for this qualification.

Candidates must be aged 18+

Centres should carry out an **initial assessment** of candidate skills and knowledge to identify any gaps and help plan the assessment.

Qualification Structure

Candidates must complete the Mandatory unit plus the Mandatory unit from the Pathway.

Mandatory Unit			
Unit Reference Number	Unit Title	Unit Level	GLH
D/617/8897	The role of a sports intermediary	3	7

Pathways:

Pathway 1: Football Intermediary			
Mandatory Unit			
H/617/8898	The role of a football intermediary	3	8

Centre Requirements

Centres must be approved to offer this qualification. If your centre is not approved please complete and submit form **ProQual Additional Qualification Approval Application**.

Trainers

Trainers delivering this qualification must hold a Level 3 Award in Sports Intermediary in order to demonstrate occupational competence.

Assessors/Internal Quality Assurance

Centres must be able to provide at least one assessor and one internal quality assurance verifier who hold a Level 3 Award in Sports Intermediary in order to demonstrate occupational competence.

Assessors and internal quality assurance verifiers for this qualification will also normally need to hold appropriate assessor or quality assurance verifier qualifications, such as:

- Award in Assessing Competence in the Work Environment
- Award in Assessing Vocationally Related Achievement
- Certificate in Assessing Vocational Achievement
- Award in the Internal Quality Assurance of Assessment Processes and Practices
- Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practices

Support for Candidates

Materials produced by centres to support candidates should:

- enable them to track their achievements as they progress through the learning outcomes and assessment criteria;
- provide information on where ProQual's policies and procedures can be viewed;
- provide a means of enabling Internal and External Quality Assurance staff to authenticate evidence

Assessment

Candidates must demonstrate the level of knowledge described in the units. Assessment is the process of measuring a candidate's knowledge and understanding against the standards set in the qualification.

Each candidate is required to produce evidence which demonstrates their achievement of all of the learning outcomes and assessment criteria for the units.

Evidence can include:

- course work
- candidate workbook
- portfolio of evidence

Learning outcomes set out what a candidate is expected to know, understand or be able to do.

Assessment criteria specify the standard a candidate must meet to show the learning outcome has been achieved.

Learning outcomes and assessment criteria for this qualification can be found from page 8 onwards.

To achieve this qualification all candidates must produce evidence which demonstrates their achievement of all of the assessment criteria.

Internal Quality Assurance

An internal quality assurance verifier confirms that assessment decisions made in centres are made by competent and qualified assessors, that they are the result of sound and fair assessment practice and that they are recorded accurately and appropriately.

Adjustments to Assessment

Adjustments to standard assessment arrangements are made on the individual needs of candidates. ProQual's Reasonable Adjustments Policy and Special Consideration Policy sets out the steps to follow when implementing reasonable adjustments and special considerations and the service that ProQual provides for some of these arrangements. Centres should contact ProQual for further information or queries about the contents of the policy.

Results Enquiries and Appeals

All enquiries relating to assessment or other decisions should be dealt with by centres, with reference to ProQual's Enquiries and Appeals Procedures.

Certification

Candidates who achieve the requirements for qualifications will be awarded:

- A certificate listing the units achieved, and
- A certificate giving the full qualification title endorsed with the relevant pathway name -

ProQual Level 3 Award in Sports Intermediary – Football Intermediary

Claiming certificates

Centres may claim certificates for candidates who have been registered with ProQual and who have successfully achieved the requirements for a qualification. All certificates will be issued to the centre for successful candidates.

Replacement certificates

If a replacement certificate is required a request must be made to ProQual in writing. Replacement certificates are labelled as such and are only provided when the claim has been authenticated. Refer to the Fee Schedule for details of charges for replacement certificates.

Learning Outcomes and Assessment Criteria

Unit D/617/9987

The role of a sports intermediary

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Understand the role of a sports intermediary	<ul style="list-style-type: none">1.1 Explain the role of a sports intermediary1.2 Explain the range of commitments that the sports intermediary will engage in with, or on behalf of, a player/athlete1.3 Explain the role of representation for players/athletes who are:<ul style="list-style-type: none">a) Over 18 years oldb) Under 18 years old
2 Understand the responsibilities of a sports intermediary	<ul style="list-style-type: none">2.1 Explain the legal duties2.2 Explain the moral duties2.3 Explain the financial duties
3 Understand the responsibilities of a sports intermediary in terms of the mental health and wellbeing of players/athletes that they represent	<ul style="list-style-type: none">3.1 Identify the main signs and symptoms of mental health disorders/crises/problems3.2 Identify risk factors for mental health disorders/crises/problems3.3 Identify strategies for players/athletes that can reduce the risk of mental health issues arising3.4 Explain how they can safeguard and help to protect players/athletes against abuse, e.g. racism, exploitation, radicalisation, prejudice, bullying, sexual abuse, cyberbullying3.5 Identify how they should report cases of suspected or actual abuse
4 Understand how behavioural management can support a player/athlete	<ul style="list-style-type: none">4.1 Explain how they can guide a player/athlete's behaviour in their personal and public life4.2 Explain how a player/athlete's attitude can affect their training, family and friends, teammates, fans, club management4.3 Explain how sports psychology can affect a player/athlete's morale and psyche4.4 Explain factors that may affect/influence the financial valuation of a player/athlete

Assessment

There must be valid, authentic and sufficient for all the assessment criteria. However, one piece of evidence may be used to meet the requirements of more than one learning outcome or assessment criterion.

Unit H/617/8898

The role of a football intermediary

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Understand international and national Regulations and Codes of Conduct	<ul style="list-style-type: none">1.1 Explain current international (FIFA) Regulations on working with intermediaries1.2 Identify the requirements of the national Football Association for football intermediaries1.3 Outline the Football Association's Codes of Conduct for players1.4 Explain international (FIFA) Regulations on dealing with minors
2 Understand the purpose of a Football Intermediary Contract	<ul style="list-style-type: none">2.1 Explain the different elements of a player representation contract2.2 Explain how to make contact and build relationships with:<ul style="list-style-type: none">a) playersb) football clubs and teams2.3 Explain how to promote themselves and the players they represent2.4 Explain what a transfer window is and how this varies internationally2.5 Explain how to deal with free agents



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