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# Organizator poslovanja v velneški dejavnosti/organizatorka poslovanja v velneški dejavnosti

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## Selected qualifications

<b>Name of qualification</b>	Organizator poslovanja v velneški dejavnosti/organizatorka poslovanja v velneški dejavnosti
<b>Translated title (no legal status)</b>	Organiser of wellness activities
<b>Type of qualification</b>	Višja strokovna izobrazba
<b>Category of qualification</b>	Izobrazba
<b>Type of education</b>	Short cycle higher vocational education
<b>Duration</b>	2 years
<b>Credits</b>	120 credits

## Admission requirements

- Matura or vocational matura (previously school-leaving examination) or
- master craftsman's, foreman's and managerial examination, with an additional test of knowledge at the vocational matura level

## ISCED field

Field  
Transport, varnost, gostinstvo in turizem, osebne storitve

## ISCED subfield

subfield potovanja, turizem, prosti čas

## Qualification level

SQF 6  
EQF 5  
Short cycle

## Learning outcomes

A student is qualified to:

(general competences)

- plan, prepare, carry out and control own work, and the work of others,
- develops entrepreneurial characteristics, skills and behaviour,
- carry out a self-assessment of work,
- communicate with co-workers and experts, and advise users,
- use technical terminology and communicate in one foreign language,
- use contemporary information and communication technologies (ICT),
- lead and/or participate in an expert team, and in the resolution of problems,
- manage operations and administrative processes in the wellness sector, and maintain documentation,
- supervise the work of an expert team and organise work in the wellness sector,
- document, order and store materials, and ensure the maintenance of work means and equipment,
- plan the organisation of internal education and training, and participate in the education and training of staff,
- ensure the quality of work processes in the wellness sector,
- monitor the development of the profession and draft expert proposals for the implementation of the latest developments in the wellness sector,
- participate in the preparation of domestic and international projects,
- ensure the rational use of energy, material and time, and
- protect health and the environment, and be responsible for own security and the security of others.

(vocational-specific competences)

- ensure the professionalism and quality of interpersonal and business communications, and demonstrate mastery of quality communication strategies, including at the inter-cultural level, with a positive attitude to diversity, and understand and accept people from different cultural backgrounds,
- demonstrate knowledge of Slovene, English and/or German technical terms relating to the wellness

sector,

- use information and communication technologies (ICT) to search for references and literature, to independently process data, and draft and create official texts and in foreign language presentations,
- systematically select, organise and store data and information, and process and analyse data using simple statistical methods,
- recognise the meaning of basic legal concepts, use them and respect Slovenian law,
- recognise and apply basic legal provisions regarding the wellness sector,
- comprehensively manage the quality of services,
- plan the implementation of destination management functions,
- understand basic concepts and elements, and recognise wellness sector trends,
- recognise the specifics of the wellness sector, as well as the different types of wellness tourism, and coordinate activities between different elements of the range of wellness services,
- recognise a range of wellness services by individual wellness category, and create an appropriate range of wellness services with respect to market competition,
- manage the work process in a wellness centre, monitor and control work in an expert team and the overall organisation of work,
- serves as a member of an expert team in the planning, creation and marketing of new wellness services, products, programmes and goods,
- plan and provide advisory services in the wellness sector,
- demonstrate mastery of principles for resolving the dissatisfaction of customers and reclamations,
- recognise the importance of promoting health in all stages of life, and promote health using integrated approaches in the wellness sector,
- demonstrate knowledge of and provide advice regarding healthy eating to maintain general health, and inform users about safe, protective and balanced nutrition, and about the importance of specific nutrients for a healthy and active life,
- provide advice regarding and plan physical exercise for an individual or group taking into account the specifics of an individual age group and of an individual disease,
- analyse the management of stress and plan strategies to overcome stress,
- implement methods for recognising and monitoring behavioural patterns,
- demonstrate knowledge of and understand the planning and implementation of various cosmetic, care and relaxation processes for the comprehensive treatment of the face and body,
- demonstrate knowledge of and understand a comprehensive approach to treating abnormalities and changes to the skin due to age, and other undesired changes to the skin,
- stylishly advise users on the creation of an exterior image for various occasions, and
- train users in the correct use of behavioural patterns in business and private communication, and in public appearances.

## Assessment and completion

Students' knowledge is assessed by means of practical exercises and seminar papers, and also via products, projects, performances, services, etc. and by examinations. Examination performance is scored as follows: 10 (excellent); 9 (very good: above-average knowledge but with some mistakes); 8 (very good: solid results); 7 (good); 6 (adequate: knowledge satisfies minimum criteria); 5-1 (inadequate). In order to pass an examination, a candidate must achieve a grade between adequate (6) and excellent (10).

## Progression

Students may progress to the second year if they have successfully completed first-year modules, subjects

and practical training (including practical classes, seminar papers, projects, examinations, etc.) totalling at least 45 credits, where all practical classes and practical training course units must be completed in full.

## Transitions

First-cycle study programmes (SQF, level 7)

## Condition for obtaining certificate

Students receive a diploma when they have completed the following: all compulsory modules and subjects totalling 67 credits, an elective module totalling 27 credits, free elective subjects (5 credits) and a diploma thesis (5 credits).

## Awarding body

Higher vocational school in cooperation with employers providing practical training.

URL

<https://paka3.mss.edus.si/registriweb/ProgramPodatki.aspx?ProgramId=8078>

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