ECVAET 3
The European master craftsperson education and training in event technology

Competence matrix "Event technology"
Germany, Austria, Switzerland, Liechtenstein

In view of an easy readibility, the gender-specific descriptions are mostly shown in masculine form only, but they include, of course, male and female persons.

Introduction
The competence matrix "event technology" was developed within the scope of the previous project of the ECVAET sequence (ECVAET, ECVAET 2) for the EQF level 4 and in the ECVAET 3 project to widen the competence development for the master craftsperson in event technology (EQF 6). For better differentiation and orientation, the classification for the competence level was supplemented analogous to the level in the European qualifications framework (EQF). The main goal hereby is to create transparency in the field of the relevant training within the professional field of event technology, promote the governmental recognition of the persons working in this special field, as well as support the international exchange of professionals in the future.

The competence matrix "event technology" presents, according to the principle of the VQTS-models, a structured description of the work-related technical competences in the occupational field of event technology. Thereby, the competences are described with regard to the core tasks in the professional field as well as to the progress of the competence development. The competence matrix"event technology" was developed based on empirically collected, work-related competences in hosted workshops with experts from the professional field.

The competence matrix is presented in a table. The left column which is assigned to EQF level 4, preceding the steps of the competence development, includes all relevant competence areas based on various identified core tasks in the professional field of event technology. For every competence area, the competence acquisition is described from beginners' level all the way to project planning level and project management level, whereby each competence description is referred to a "step of the competence development". The descriptions within the matrix are to be understood as "hollistic" formulation of the competences. Moreover, a competence development step contains the extent or the specification of the previous dimensions and is always related the work context.

The competence descriptions assigned to EQF level 5 were made exemplarily and describe the special competences, which exceed the level of a basic education.

The masterly competences are assigned to EQF level 6 and are oriented towards the eleven technical competence areas analogous to the basic education, as well as to the central management competences identified in the five management areas. Unlike the steps of competence development of the part of the matrix, the basic education does not require the master craftsperson education and training to have achieved the previous competences of specialisation (EQF level 5). However, a master craftsperson education and training requires for entrance those steps of the competence development from the basic education (EQF level 4) to be fully met. A subject-related experience of three years is considered as additional criterion.

1) For more informationen on the VQTS model and the competence matrixes based on this model please visit: www.vocationalqualification.net
Markowitsch Jörg / Luomi-Messerer Karin (ed.; 2006): VQTS model. A proposal for a structured description of work-related competences and their acquisition. Vienna.
Luomi-Messerer Karin (ed. 2009): Using the VQTS model for mobility and permeability. Results of the Lifelong Learning project VQTS II. Vienna.

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EQF level 4								EQF level 5		EQF level 6			
Basic education								Specialisation		Master craftperson education and training			
	COMPETENCE-AREAS↓	STEPS OF THE COMPETENCE DEVELOPMENT →						Cited here are exemplary descriptions for the steps of the competence development, which were acquired, for instance, at the specialisation in the respective subject area after the basic education.	Apprenticeship exam / secondary school leaving exam	Professional experience (minimum of 3 years)	COMPETENCE-AREA↓		STEPS OF THE COMPETENCE DEVELOPMENT →
A-Project management	A. Planning, organising and carrying out events	A1. a He/she understands the schedule b can perform the tasks required from the workflow and entrusted to him/her in time.	A2. a He/she can recognise the significance of his/her tasks for the project and can provide feedback to that.	A3. a He/she can independently take on and perform the required tasks for the respective project. b He/she can cooperate with others and coordinate the required tasks.	A4. a He/she can plan a project (the technical realisation of productions), b carry out, c calculate, document as well as d manage financially and substantively. e He/she can plan the employment of persons and material, if necessary, with the help of project managment instruments, f lead a project team, g work with commisioners together.	A5. a He/she can identifiy critical areas, b take countermeasures; c He/she can identify the general conditions for the project (e.g. contract, laws, regulations, safety aspects and environmental aspects, audience areas), d incorporate them into the planning.	A6. a He/she can carry out project acceptance in cooperation with the commissioner.				A1-General project management	A1. Planning organising and carrying out events	A1a. He/she plans and organises events, particularly with the help of EDP, within the scope of national laws, norms or respective levels of regulations. A1b. He/she carries out events in conformity with the law and safety. He/she examines and guarantees the obsevance of the requirements. A1c. He/she determines the hazards of the project process and project goals, assesses risks, formulates goals and plans measures. A1d. He/she organises the planning, usage, configuration and examination of event technology in consideration of relevant and current technologies. He/she leads and controls the implementation. A1e. He/she identifies the interfaces of the event technology to other aspects of the event and considers them at the planning and implementation.
											A2 Safety management	A2. Leading of safety managemnent, particularly through assessment of hazards, as well as through consideration, observance, specification, implementation, and control of safety regulations.	A2a. He/she plans and organises the safe implementation of events within the scope of national laws, norms or respepctive levels of regulations and advises and informs operators and organisers on safety requirements. A2b. He/she carries out events safely. He/she controls, examines and guarantees the observance of the safety regulations. A2c. He/she determines hazards, assesses their risks, formulates protection goals and plans measures to minimise risks. A2d. He/she organises the planning, usage, configuration and examination of event technology in consideration of the safety requirements as well as of the technical stage equipment. He/she leads and controls the implementation, recognises safety shortcomines and A2e. He/she identifies the interfaces of the event technology to further aspects of the event, takes note of the mutual imperilments and considers them at the planning and implementation.
B-Work organisation	B. Planning and organising of the work according to safety rules and regulations	B1. a He/she knows the necessary equipment and tools for the work, b can implement this functionally and c ensure an efficient workflow. d He/she can keep the own workplace clean and in order and e consider by own work the personal protection equipment, clothing regulations and protection measures. f He/she knows and observes the technical, environmental protection law, health and safety regulations and applies the same. g He/she knows and considers own limits and, if necessary, consults other professionals.			B2. a He/she can guide, support and assist auxiliary staff and team members at the planning and organisation of their work in a goal-oriented manner. .			S-B.a He/she leads auxiliary staff and team members at the planning and organisation of their work in a goal-orienfed manner, supports and guides them.			B-Work organisation	B. Planning and organising of the work in consideration of safety rules and regulations.	Ba. He/she creates the entire planning for personnel placement and considers thereby the interfaces and requirements of the various technical subject areas. Bb. He/she leads staff members, particularly employees like professionals, trainees/apprentices and auxilliary staff in a goal-oriented manner. He/she supports and guides them at the organisation of their work. Bc. He/she coordinates and monitors the work of the individual subject areas and coordinates them with one another.
C-Audio technology	C. Planing, assembling, setting up, operating and dismantling sound systems according to specific requirements	C1. a He/she can prepare and set up individual sound engineering components according to instructions.	C2. a He/she can understand and implement acoustic irradiation plans. b He/she can choose individual technical audio components independently and according to requirements, c can position, set up, put into operation, and d can guide auxilliary staff.	C3. a He/she can assemble, configurate, network simple technical audio devices and controls, b put into operation, and operate, maintain and c thereby, recognise and correct errors. d He/she observes the guidelines of the acoustic irradiation and the emission regulations. e He/she works together with organisers, directors and further responsible persons and implements their specifications.	C4. a He/she can assemble, configurate, network complex technical audio controls and put them into operation. b He/she can test the function of technical audio systems/check technical audio signals and c carry out sound checks.	C5. a He/she can evaluate the requirements of an event and implement audio technology. b He/she can independently plan audio technical elements and controls, calculate, create corresponding plans and lead their implementation.	C-S.a. He/she plans at big events the audio technology devices, monitors the setting up, operates, tests, and maintains it in the event. C-S.b. He/she ensures that the safety regulations in the subject area are complied with. He/she can guarantee the noise protection for participants/residents/visitors. C-S.c. He/she assesses the quality of the recordings technically, artistically and musically and, if necessary, takes measures. C-S.d. He/she leads professionals in the competence area audio technology and monitors their activities. C-S.e. He/she implements quality assurance measures in the competence area audio technology. C-S.f. He/she implements director's artistic ideas. C-S.g He/she uses suitable programmes and applies effects.		C-Audio technology	C. Planning, assembling, setting up, operating and dismantling audio technology systems according to specific requirements.	Ca. He/she leads the implementation of the planning in assembling, setting up, operating and dismantling of audio technology systems, also the emergency sound reinforcement, according to specific requirements. Cb. He/she guarantees the prescribed noise protection at the event site particularly for participants, visitors and third person, in consideration of legal requirements.
D-Video technology	D. Planning, assembling, setting up, operating and dismantling video technology systems according to specific requirements.	D1. a He/she can, under supervision, prepare and assemble individual technical video components (camera, display, projectors, computer/server).	D2. a He/she can independently operate individual technical video components according to specific requirements and b can guide auxilliary staff. c He/she can understand and implement video system plans.	D3. a He/she can assemble, configurate, network technical video devices and controls (computer/server), b put them into operation, operate, maintain and c can also detect and correct errors.	D4. a He/she works together with organisers, directors and further responsible persons and b implement their specifications. c He/she can examine, evaluate and prepare video materials.	D5. b He/she can check the function of the video technology systems/signals		D-S.a. He/she plans independently video technology components and controls, calculates them and creates D-S.b. He/she sets up complex video technology controls, configurates, connects and operates them. D-S.c. He/she examines the function of video technology systems and signals. D-S.d. He/she leads the setting up of video technology systems according to the implementation plan, leads professionals und monitors their activities. D-S.e. He/she assesses and edits the technical video recordings and implements quality assurance measures.		D-Video technology	D. Planning, assembling, setting up, operating and dismantling video technology systems according to specific requirements.	Da. He/she leads the implementation of the planning in assembling, setting up, operating and dismantling of video technology systems.

			d He/she can evaluate, select and prepare technical video devices according to specific requirements.	d He/she can process data signals correctly.	d He/she can act as video director in the case of small productions.			D-S.f. He/she implements artistic director's ideas. D-S.g. He/she uses suitable programme and applies special				
E-Lighting technology	E. Planning, assembling, setting up, operating and dismantling lighting systems safely and according to specific requirements	E1. a He/she can, under supervision, prepare individual lighting technology components and b assemble. c He/she can prepare and transport the lighting technology components within a venue.	E2. a He/she can independently assemble, operate lighting technology components according to specific requirements and b can guide auxilliary staff. c He/she can understand and implement lighting technology plans.	E3. a He/she can set up, configurate, network simple lighting technology devices and controls, b put into operation and operate, maintain and c can also detect and correct errors. d He/she can assess and select the lighting technology devices/system according to the corresponding specific reauirements. e He/she works together with organisers, directors and further responsible persons and f implements their requirements.	E4. a He/she can set up, configurate, connect, and operate complex lighting technology controls. b He/she can set up and operate lighting technology systems. c He/she can examine the function of lighting technology systems/lighting technology signals and d measure photometric values.	E5. a He/she can assess the requirements of the event, b implement the lighting technology. c He/she can independently calculate complex lighting technology components and controls, create corresponding plans. d He/she can implement the director's artistic ideas.	E-S.a He/she calculates independently complex technical lighting components and controls, create corresponding. E-S.b leads the implementation of these, leads professionals and monitors their acivities. E-S.c He/she implements quality assurance measures. E-S.d He/she implements director's artistic ideas. E-S.e He/she translates artistic requirements in technology process. E-S.f He/she assesses the technical and artistic quality. E-S.g He/she takes measures to prevent damages through effets of lighting technology (e.g. optical radiation). E-S.h He/she ensures that the safety regulations in the subject area are complied with.	Technical-practical competence areas	E-Lighting technology	E. Planning, assembling, setting up, operating and dismantling lighting systems safely according to specific requirements.	Ea. He/she leads the planning in assembling, setting up, operating and dismantling of lighting technology systems and also of the safety lighting, according to specific requirements. Eb. He/she guarantees the implementation of measures to achieve the protection goals and controls their effectiveness to prevent damages through the effects of lighting technology systems (e.g. optical radiation).
F-Mobile stage construction	F. Erecting and dismantling mobile stages under consideration of site conditions and regulations.	F1. a He/she can, under supervision, set up and dismantle mobile stages and b consider the necessary safety requirements.	F2. a He/she can operate mobile stages according to instructions. b He/she can read and implement construction plans.	F3. a He/she can indepedently plan and erect mobile stage structures. b He/she can plan workflows, calculate required materials, organise, evaluate, c process and d guide auxiliary staff.	F4. a He/she can assess the safety of the constructions and equipment (stability, load carrying capacity, etc.) and b administer a test if needed. c He/she can assess the local conditions and infrastructures of the event site as well as the equipment to be used in order to determine the feasibility of holding an event and d respectively select a suitable event site.		F-S.a He/she ensures that the safety regulations in the subject area are complied with.		F-Mobile stage construction	F. Erecting and dismantling of mobile stages in consideration of local conditions and regulations.	Fa. He/she leads the planning in erecting, setting up, operating and dismantling of mobile stage structures. Fb. He/she assesses local conditions and infrastructure of event sites, particularly for large platforms, the feasibility of holding events and the technology to be applied. Fc. He/she selects suitable event sites. Fd. He/she guarantees the implementation of measures to achieve the necessary protection goals and controls their effectiveness particularly regarding statics and stability of stage constructions. Fe. He/she checks the stage and platform construction for visible defects and, if necessary, initiates measures.
G-Stage equipment	G. Erecting and dismantling as well as operating stage structures and decoration using stage equipment	G1. a He/she can, under supervision, erect and dismantle stage structures and decorations b also considers the necessary safety measures.	G2. a He/she can operate stage equipment after instruction and can carry out scene technical processes. b He/she can read and implement construction plans.	G3. a He/she can independently plan, calculate and organise stage technical processes according to director's instructions; b He/she can select, erect, operate and monitor suitable materials and stage equipment. c He/she can perform calculations and evaluations for the applied materials.	G4. a He/she can perform calculations and evaluations for the applied materials (can examine performed calculations and evaluations) b He/she can evaluate the safety (stability, load carrying capacity, etc.) and c if necessary, administer a test. d He/she can assess the spacial conditions and infrastructure of the event site and technology to be used in order to determine the feasibility of the holding of events and e respectively select suitable event sites.		G-S.a He/she evaluates statically and safety-related complex stage constructions, like e.g. statically indeterminate systems, kinematic systems and examines them. G-S.b He/she identifies and corrects errors in the erection and production of stage equipment, or respectively initiate their correction. G-S.c He/she ensures that safety regulations in the subject area are complied with.		G-Stage equipment	G. Erecting and dismantling as well as operating of stage structures and decoration by using stage equipment. -	Ga. He/she leads the planning in erecting, setting up, operating and dismantling of stage equipment. Gb. He/she guarantees the implementation of measures to achieve the protection goals amd controls their effectiveness particularly regarding errors in erecting and setting up stage equipment, identifies these and initiates their correction. Gc. He/she identifies complex stage structures, like e.g. statically determinate and indeterminate systems, as well as kinematic systems, and guarantees their safety in consideration of specific requirements.
H-Power distribution	H. Planning and installing power supply for devices and equipment used.	H1. a He/she can connect the devices to the power supply in accordance with specifications.	H2. a He/she can select and lay cables and distribution devices in accordance with the circuit and connection diagrams and b consider safety aspects and risk factors (humidity, wetness, external heat generation, grounding, tripping hazards, etc). c He/she can dimension cables and fuses in accordance with the given power requirement.	H3. a He/she controls the produced power supply as well as the equipotential, b can detect errors by using measuring devices. c He/she decides in the case of malfunctions and problems whether and when a professional must be consulted.	H4. a He/she can calculate the required power based on the planned event and venue, b plan the power supply and distribution and c initiate the realisation according to specific site regulations.				H-Power distribution	H. Planning and installing the power supply required for the devices and systems to be used.	Ha. He/she leads the planning for the installation, setting up and dismantling of the safety power supply according to specific requirements.
I-Media integration	I. Operating information and communication technology (ICT) and its peripheral devices and connecting them to internal and external networks.	I1. a He/she can, under supervision, plan ICT and its peripheral devices, b and connect them to internal and external networks.	I2. a He/she can independently transmit video and audio recordings, b carry out norm and format conversions c play any media available using a server. d He/she can detect and correct errors. e He/she works together with organisers, directors and other responsible persons and f implement their requirements.	I3. a He/she can plan, carry out and control the implementation of the required media technology.			I-S.a a He/she recognises errors at the integration and application of media, ICT and peripherals, and correct them. I-S.b He/she plans for major events the necessary application of ICT and media devices. I-S.c sets them up, operates them, tests them and I-S.d maintains them in the event. I-S.e He/she checks the quality of the data and processes them. I-S.f He/she coordinates multimedia programmes with the course of event and controls the implementation. I-S.g He/she considers the network technology in the planning. I-S.h He/she connects audio, video and lighting technology equipment as well as possible additional equipment with the server and programms them.		I-Media integration	I. Operating information and communication technology (ICT) and its peripheral devices and connecting them to internal and external network.	Ia.He/she leads the implementation of the planning in assembling, setting up, operating and dismantling of communication equipment according to specific requirements, particularly for internal communication in hazardous situations.
J-special effects	J. Evaluating and implementing	J1. a He/she knows which special effects he/she may implement and carry out.	J2. a He/she can prepare and set up special effects after instruction.	J3. a He/she can operate and maintain special effects after instruction.			J-S.a He/she possesses the required special educational training for the special effects applied in the event, or respectively call in the corresponding specialists at the implementation. J-S.b He/she knows the applicable safety regulations in the sphere of the application of special effects.		J-special effects	J. Evaluating and using scene effects.	Ja. He/she guarantees the implementation of the safety regulations in the use of special effects.

J-Spe	scene effects			b He/she knows the corresponding risks, regulations and safety measures.					J-M.c. He/she ensures the compliance with the safety regulations in dealing with special effects during the setting up and dismantling, as well as during the event. J-S.e. He/she evaluates the hazards and risks at the application of special effects and orders appropriate		J-Spe	
K-Logistics	K. Resource planning, provisioning, acquisition, warehousing, transportation, maintenance and disposal of the required materials and devices.	K1. a He/she prepares materials and devices from the warehouse to b He/she reports missing material and c meets the require-ment of the warehouse management (e.g. inventory management, ratios, stock taking).	K2. a He/she accepts devices and materials, b cleans them if necessary and places them in storage. c He/she ensures that materials are properly disposed of. d He/she knows the logistic requirements for material and warehouse management.	K3. a He/she can, in compliance with safety regulations, load, secure, unload materials and devices to be transported.	K4. a He/she recognises the functional efficiency and the operational readiness of materials and devices. b He/she ensures the operational readiness and c if necessary, orders repair or replacement.	K5. a He/she ensures on site the operational readiness of the materials and devices as well as b for protection against theft, weather effects, etc.	K6. a He/she detects the need for devices and materials for the event, b oversees the provisioning and acquisition, and d ensures the appropriate delivery and removal.		K-S.a He/she ensures the appropriate delivery and removal of devices and material.		K-Logistics	K. Resource planning, provisioning, acquisition, warehousing, transportation, maintenance and disposal of required materials and devices.	Ka. He/she leads the planning, acquisition, as well as the timely provisioning of materials and devices according to specific requirements. Kb. He/she coordinates the storage and transportation of materials and devices. Kc. He/she initiates the appropriate maintenance as well as disposal.
											L-Management & organisation	L. Leading and organising from a technical, commercial and organisational point of view to achieve the business goals in compliance with the statutory fundamentals.	La. He/she can lead work areas or respective organisation units technically, commercially, organisationally and legally. Lb. He/she meets operational decisions based on the whole context to achieve the business goals, and contributes to continuous improvement. Lc. He/she ensures the legal conformity of business practices in consideration of the legal form of the enterprise.
										Professionel Management competencies	M-Finance	M. Leading of cost accounting, cost control, liquidity management and bookkeeping.	Ma. He/she carries out the cost accounting of an event, prepares and assesses offers. He/she performs budget calculations. Mb. He/she carries out the cost control and liquidity management for an event. Mc. He/she leads the bookkeeping based on basic knowledge and performs simple bookkeeping tasks. Md.He/she handles according to entrepreneurial aspects and considers particularly the economic efficiency.
											N-Personnel	N. Leading and development of personnel, planning of personnel resources, and leading of personnel management.	Na. He /she plans and monitors the placement of personnel, assigns tasks and gives commissions in consideration of relevant specifications and legal regulations. He/she guarantees the documentation of working hours. Nb. He/she supports the personnel development individually and in team. He/she leads, motivates the employees and imparts entrepreneurial values. Nc. He/she contributes to the strategic personnel planning.
											O-Communication	O. Communicating with all persons involved in an event in a goal-oriented, appropriate, need-oriented and target group oriented manner.	Oa. He/she carries out conversation with employees in a goal-oriented manner and applies the principles of conversation techniques. Ob. He/she communicates with all involved persons like e.g. directors, artists, organisers and authorities appropriately and in a need-oriented manner. Oc. He/she acts consensus-oriented and adopts measures to resolve conflicts and de-escalation. Od. He/she behaves in a target group-oriented and representative manner. Oe. He/she can communicate subject-related in English.
											P-Documentation	P. Documenting of events particularly during the implementation and for the follow up.	Pa. He/she documents the events particularly according to the requirements of the commisioner, operators and of the authorities. Pb. He/she records the implementation of an event, presents this and identifies deviations.