



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Workplace Wellness Recreation Programme Development

Culture and Arts / Sport

Unit Standard 254239 · NQF Level 5 · 11 Credits · 8 Days

COURSE OVERVIEW

This course equips learners with the skills to design, develop, and implement recreation programmes that promote workplace wellness. Participants will learn to assess wellness needs, plan inclusive recreational activities, and evaluate programme effectiveness to enhance employee well-being and organisational productivity.

Category	Culture and Arts
Subfield	Sport
Unit Standard	254239
Accreditation	SAQA Accredited · NQF Level 5 · 11 Credits
Duration	8 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Analyse workplace wellness needs and identify recreation programme requirements.
- Design recreation programmes that align with organisational wellness goals and employee interests.
- Implement recreation programmes effectively, ensuring resource allocation and participant engagement.
- Evaluate the impact of recreation programmes on workplace wellness and employee morale.
- Apply safety and inclusivity principles in programme development and delivery.
- Demonstrate continuous improvement strategies for recreation programme sustainability.

WHO SHOULD ATTEND

- This course is ideal for HR practitioners, wellness coordinators, team leaders, and managers responsible for employee wellness initiatives in corporate or organisational settings.

COURSE OUTLINE

Day 1: Foundations of Workplace Wellness and Recreation

- Introduction to workplace wellness: definitions and benefits.
- The role of recreation in employee health and productivity.
- Historical development of workplace wellness programmes.
- South African legislation: OHSA, Employment Equity Act, and wellness policies.
- Ethical considerations in wellness programme design.
- Overview of the unit standard 254239.
- Case studies: successful workplace wellness initiatives.
- Group discussion: current wellness challenges in workplaces.

Day 2: Needs Assessment and Stakeholder Engagement

- Methods for needs assessment: surveys, focus groups, interviews.
- Identifying stakeholder groups: management, employees, unions, HR.
- Building a stakeholder engagement plan.
- Data collection tools and techniques.
- Analysing needs assessment data.
- Prioritising wellness needs based on evidence.
- Workshop: designing a needs assessment survey.
- Presenting findings to stakeholders.

Day 3: Programme Design Principles and Models

- Principles of programme design: relevance, inclusivity, sustainability.
- Wellness programme models: holistic, medical, behavioural.
- Setting SMART goals and measurable objectives.
- Logic models: inputs, activities, outputs, outcomes.
- Incorporating recreation activities: sports, fitness, arts, social events.
- Budgeting and resource allocation.
- Risk management in recreation activities.
- Group exercise: drafting a programme plan.

Day 4: Implementation Strategies and Resource Management

- Implementation phases: pilot, rollout, scaling.
- Resource management: staff, facilities, equipment.
- Budget tracking and financial controls.
- Timeline development: Gantt charts and milestones.
- Communication strategies for programme launch.
- Managing resistance to change.
- Vendor and partner coordination.
- Workshop: creating an implementation plan.

Day 5: Monitoring, Evaluation, and Continuous Improvement

- M&E; frameworks: logic models, theory of change.
- Key performance indicators (KPIs) for wellness programmes.
- Data collection methods: surveys, participation rates, health metrics.
- Analysing evaluation data: quantitative and qualitative.
- Reporting results to stakeholders.

- Continuous improvement cycles: Plan-Do-Check-Act.
- Case study: evaluating a real-world programme.
- Group activity: designing an M&E plan.

Day 6: Promoting Inclusivity and Diversity in Wellness Programmes

- Diversity dimensions: age, gender, culture, ability.
- Inclusive design principles: universal access, flexibility.
- Mental health in the workplace: stress, burnout, depression.
- Employee assistance programmes (EAPs) integration.
- Adapting recreation activities for different abilities.
- Culturally sensitive programming.
- Addressing stigma around mental health.
- Workshop: inclusive programme scenario planning.

Day 7: Communication, Marketing, and Engagement

- Communication plan components: audience, message, channels.
- Marketing wellness: branding, incentives, campaigns.
- Digital tools: intranet, apps, social media.
- Engagement strategies: champions, events, feedback loops.
- Behaviour change theories: nudge theory, transtheoretical model.
- Measuring communication reach and impact.
- Case studies: successful wellness campaigns.
- Group activity: creating a marketing flyer.

Day 8: Sustainability, Integration, and Final Project Presentation

- Sustainability strategies: funding, leadership support, partnerships.
- Embedding wellness into HR policies and performance management.
- Developing a wellness committee.
- Future trends: technology, remote work wellness.
- Final project: presentation of a wellness recreation programme.
- Peer and facilitator feedback.
- Action planning for implementation.
- Course wrap-up and certification.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **11 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 32,200.00	R 32,200.00
1	In-House	R 41,900.00	R 41,900.00
1	On-Campus (Pretoria)	R 48,300.00	R 48,300.00

UPCOMING SESSIONS

Start	End	Method	Venue
07 Aug 2026	18 Aug 2026	On-Campus	Pretoria, South Africa
07 Aug 2026	18 Aug 2026	On-Campus	Lagos, Nigeria
10 Aug 2026	19 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	19 Aug 2026	On-Campus	Mauritius
11 Aug 2026	20 Aug 2026	On-Campus	Cape Town, South Africa
12 Aug 2026	21 Aug 2026	On-Campus	Dubai, UAE
13 Aug 2026	24 Aug 2026	On-Campus	Pretoria, South Africa
14 Aug 2026	25 Aug 2026	On-Campus	Abu Dhabi, UAE

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 254239) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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