Centre No.					Pape	er Refer	ence			Surname	Initial(s)
Candidate No.			6	9	7	0	/	0	1	Signature	

6970/01

Edexcel GCE

Leisure Studies

Unit 5: Employment in Leisure Monday 16 June 2008 – Afternoon

Time: 1 hour 30 minutes

Materials	required	for	examination
Calculator			

Items included with question papers

Instructions to Candidates

In the boxes above, write your centre number, candidate number, your surname, initials and signature. Check that you have the correct question paper.

Answer ALL the questions. Write your answers in the spaces provided in this question paper. Do not use pencil. Use blue or black ink.

Information for Candidates

The marks for individual questions and the parts of questions are shown in round brackets: e.g. (2). There are 4 questions in this question paper. The total mark for this paper is 90. There are 16 pages in this question paper. Any blank pages are indicated. You may use a calculator.

Advice to Candidates

You will be assessed on your ability to organise and present information, ideas, descriptions and arguments clearly and logically, including your use of grammar, punctuation and spelling.

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Team Leader's use only

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(6)

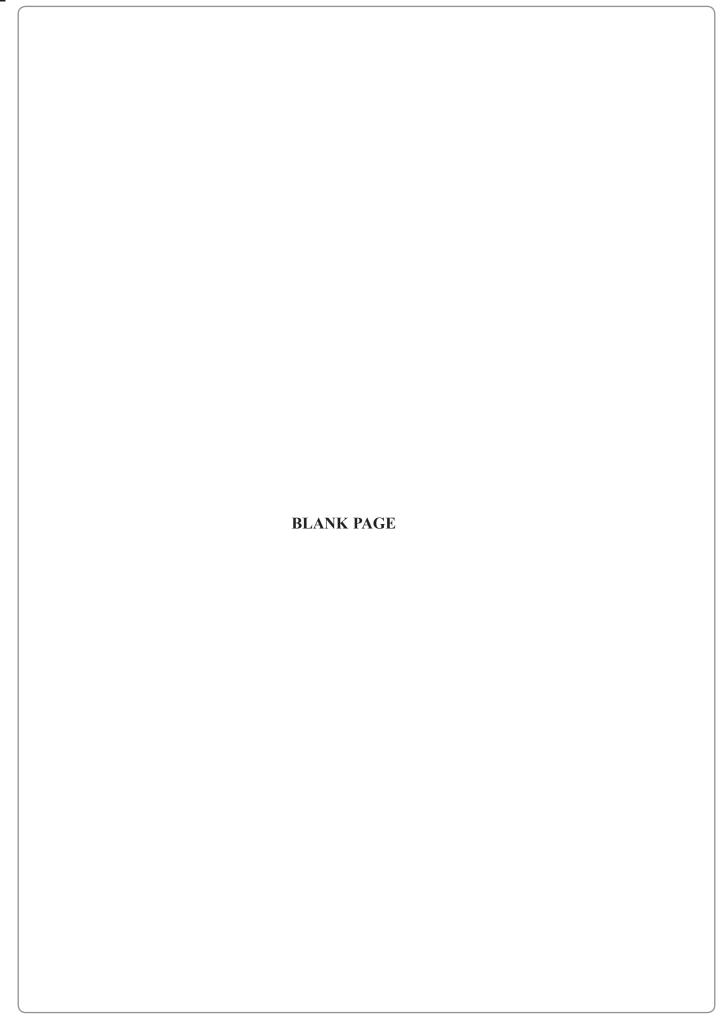
Answer ALL the questions. Write your answers in the spaces provided.

Read the following information before answering question 1.

Mu con So em	the city of Sinton there are three museums owned by the same company. Sinton Railway useum is one of these. The museum employs forty staff. Fifteen of these are on full-time ntracts. These include most of the management posts and some staff in the main office. me of the full-time staff operate on a flexible working system. Some museum guides are uployed full-time, but others are self-employed. The remaining employees are part-time casual.
(a)	Explain what is meant by <i>flexible working</i> .
	(3)

H 3 1 4 5 2 A 0 2 1 6

e museum. Analyse the benefits to Sinton Railway Museum of having a mixture of part-time,
full-time and casual employees.
(8)
(Total 17 marks)



full- time seni	on Railway Museum has recently experienced a high level of staff turnover. Two time museum guides and two part-time teaching staff have left. Although three partestaff have joined, the museum is starting the recruitment process for a full-time or museum guide. The first step in this recruitment process will be to carry out a job ysis.
	Explain why a job analysis is necessary in the recruitment process for the senior museum guide at Sinton Railway Museum.
	(3)

The following job description was sent out to prospective candidates for the post as part of an information pack.

Sinton Railway Museum Senior Museum Guide – Job Description

Roles and responsibilities

You will be responsible for the supervision and ongoing training of a team of part-time and full-time guides.

You will be responsible to the Railway Museum Guide Manager.

You will be required to conduct tours for parties of visitors around the museum and assist visitors with enquiries at the main information point.

Remuneration

The salary is £15 450 per year. You will get five weeks' paid holiday per year. You can take advantage of the staff discount of 20% in the café.

Hours

You will be employed on a full-time contract. This will involve shift working and will include working some weekends. Voluntary overtime may be available.



1	process for a senior museum guide at Sinton Railway Museum.
	(6)
	(6)

H 3 1 4 5 2 A 0 7 1 6

Identify two suitable methods of advertising that could be used to fill the post of senior museum guide. Explain why each method would be suitable.	Leave blank
1	
2	

(6)

(c)

Leave blank

d) (i)	Identify two criteria you would expect to be included in the shortlisting process. Give reasons for your choices.
	1
	2
	(6)
(ii)	Explain why Sinton Railway Museum needed to create a shortlist.

Leave blank

One of the candidates shortlisted for interview has a physical impairment which means that he has to use a wheelchair to move around. The museum is in an old, three-storey, listed building in the city centre.

nis interview scores are the highest.
(8)

 (6)
(Total 39 marks)
(100010)

	on Railway Museum may have to be made redundant. Explain what is meant by the term <i>redundancy</i> .
(-)	-
	(3)
(ii)	Describe a procedure Sinton Railway Museum could use to make staff redundant.
(ii)	Describe a procedure Sinton Railway Museum could use to make staff
(ii)	Describe a procedure Sinton Railway Museum could use to make staff
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(ii)	Describe a procedure Sinton Railway Museum could use to make staff
(ii)	Describe a procedure Sinton Railway Museum could use to make staff

(111	Explain why it is important for Sinton Railway Museum to have a redundancy procedure.
	(4)
Sin	plain why redeployment might be an alternative to redundancy in this situation at iton Railway Museum.
••••	
••••	
••••	
	(6)
	(Total 17 marks)
	(Total 17 marks)
	(Total 17 marks)

to 6	e expansion at Sinton History Museum has meant an increase in staff numbers from 45 to 50. This means that the staff room is crowded. There used to be a games table which we cannot be used. In the office more computers have been installed but working ditions are now cramped for the staff. Since the expansion the museum has seen an rease in sickness and absence amongst the staff.
Mu diff the	ne staff have been transferred from Sinton Railway Museum to Sinton History seum. They have taken on job roles that are completely new to them so they are having ficulty settling in. Some of the existing Sinton History Museum staff seem to resent newcomers and teams are not working very efficiently. Comment cards show that tomers are less satisfied with the service they now receive than before the expansion.
(a)	Explain what is meant by sickness and absence.
	(3)

	(6
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	(Total 17 marks)
	(8)