BSBDIV802 Conduct strategic planning for diversity learning practices

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to plan, implement and review organisational diversity strategies and the quality of training and assessment products and services for its implementation. This unit focuses on valuing and actively leveraging diversity in the workplace.

It applies to individuals who plan, design, implement, monitor and review diversity learning strategies at an organisational level.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Workforce Development - Diversity

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Plan diversity learning strategy	1.1 Evaluate approaches to learning and workplace training against organisational strategic requirements that support valuing and leveraging diversity
	1.2 Consult relevant stakeholders for ideas on strategic diversity learning requirements
	1.3 Analyse and plan diversity learning strategy to support organisational and regulatory requirements
	1.4 Analyse and plan technological and systems requirements for organisational diversity learning strategy

ELEMENT	PERFORMANCE CRITERIA
	1.5 Analyse and align organisational diversity learning strategy with human resources and learning requirements 1.6 Provide learning recommendations that support how various diversity dimensions may affect individuals and their experiences; and inclusive social interactions
2 Design and develop organisational diversity learning strategy	2.1 Design organisational diversity learning and assessment strategy that focuses on valuing and leveraging diversity and meets instructor, learner and organisational strategic requirements 2.2 Develop diversity learning strategies to permit and promote responsiveness of the organisation to changed circumstances and priorities
3 Implement organisational diversity learning strategy	3.1 Implement diversity learning strategy that supports valuing and leveraging diversity and is appropriate to organisational and regulatory requirements 3.2 Validate organisational assessment methods and assessment tools consistent with learning and wider operational needs 3.3 Source diversity learning resources compliant with international, national, industry, workplace and regulatory requirements
4 Review organisational diversity learning and development	4.1 Develop procedures to liaise with diversity organisations, cohort organisations, educators, learners and other relevant stakeholders to monitor how well learning strategies and learning resources achieve diversity organisational learning targets 4.2 Monitor and incorporate national policy issues and system changes into organisational learning and development strategies and practices 4.3 Review policies and procedures for continuing relevance, operational effectiveness, forward thinking and to identify any gaps 4.4 Consult relevant stakeholders to ascertain the effect of strategic outcomes attained through diversity organisational learning strategy, and update policies and procedures accordingly
5 Improve diversity organisational learning strategy formation	5.1 Evaluate the entire implementation process of the diversity organisational learning strategy 5.2 Review performance of resources and people supporting the diversity organisational learning strategy implementation

PwC's Skills for Australia

ELEMENT	PERFORMANCE CRITERIA
	5.3 Construct and present plans for improving the diversity organisational learning strategy

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.3, 1.4, 1.5 3.3, 4.2, 4.3, 5.1, 5.2	• Sources, evaluates and critiques ideas and information from a range of complex texts to assist with decisions on learning processes for diversity organisational learning strategy • Monitors reported information to evaluate progress of diversity learning strategy
Writing	1.6, 2.1, 2.2, 4.1,4.2, 4.3, 5.3	• Records insights and results of analysis using clear, concise language • Researches and prepares plans for relevant stakeholders incorporating appropriate vocabulary, grammatical structure and conventions
Oral Communication	1.2, 4.4	• Presents information using language and non-verbal features appropriate to audience • Uses listening and questioning skills to gather opinions and confirm understanding
Navigate the world of work	1.5, 2.1, 2.2, 3.1, 3.3, 4.1, 4.2, 4.3, 4.4, 5.1, 5.2, 5.3	• Works autonomously making high level decisions to achieve and improve organisational goals • Develops and implements diversity learning strategy in accordance with organisational and regulatory requirements
Interact with others	1.2, 4.4	• Selects and uses appropriate conventions and protocols when communicating with stakeholders in a range of work contexts
Get the work done	1.1, 1.3, 1.4, 1.5, 1.6, 2.1, 2.2, 3,1, 3.2, 4.1, 5.1, 5.2, 5.3	• Develops plans to manage complex learning activities that involve actively embracing difference and promoting diverse skills, knowledge and experience • Investigates digital technologies required to support strategies • Coordinates and analysis all relevant information and evaluates options in order to inform decisions with the

| | | potential to affect organisational outcomes |
| | | • Systematically monitors performance to identify opportunities for improvement |

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBDIV802 Conduct strategic planning for diversity learning practices	Not applicable	New unit	No equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10