



Australian Government

SIFFFNL009 Conduct funerals

Release: 1

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Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to prepare and conduct a funeral. It applies to funeral conductors and requires coordination and supervision of others and working with a high level of responsibility according to work health and safety, relevant legislation and workplace policies and procedures.

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

Competency Field

Funeral Operations

Unit Sector

Funeral Directing

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1. Prepare to conduct funerals.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1 Liaise with family members to identify funeral service requirements.
- 1.2 Review funeral service requirements and documentation and liaise with appropriate personnel to confirm arrangements.
- 1.3 Identify and arrange availability of required resources and equipment.
- 1.4 Identify and arrange availability of required funeral and escort vehicles and check for serviceability, safety and presentation.
- 1.5 Identify and arrange coffin or casket bearers and drivers according to funeral service requirements.
- 1.6 Liaise with lead driver to confirm funeral procedures.
- 1.7 Identify contingency procedures and inform appropriate personnel.
- 1.8 Verify identity of deceased.

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| 2. Coordinate funerals. | 2.1 Communicate with family members, mourners and colleagues. |
| | 2.2 Monitor operation of equipment and take corrective action where required to minimise disruption to proceedings. |
| | 2.3 Oversee and coordinate movement of coffin or casket according to funeral service requirements. |
| | 2.4 Coordinate movement of family members and mourners according to funeral service requirements. |
| 3. Lead funeral processions on foot. | 3.1 Assemble funeral procession. |
| | 3.2 Commence procession according to predetermined signals from relevant personnel, traffic flow and safety considerations. |
| | 3.3 Maintain pace of funeral procession according to funeral procedures. |
| | 3.4 Enter funeral vehicle according to funeral procedures. |
| 4. Review conduct of funerals. | 4.1 Review and complete funeral documentation as required. |
| | 4.2 Reflect on the conduct of funeral and note areas for improvement. |
| | 4.3 Advise appropriate personnel of outcomes and make recommendations where required. |

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

SIFFFNL007A Conduct a funeral.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c2c3131e-4418-4aa3-8ff1-a855c95f7fd6>