



Australian Government

Assessment Requirements for AHCCCF404 Contribute to association governance

Release: 1

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Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

Performance Evidence

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- contribute to association governance
- monitor association governance by reviewing or monitoring meeting procedures, finances, staff management, legislative compliance, ethical conduct and community consultation
- conduct a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis for the association's operations
- participate in board or committee meetings.

Knowledge Evidence

The candidate must demonstrate knowledge of:

- requirements of relevant legislation
- interpretation of basic financial statements
- aims and activities of programs
- committee meeting and members' meeting procedures
- objectives and rules of association
- basic management practice including practices
- community goals and plans
- corporate governance legislation and codes of practice.

Assessment Conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>