



**Australian Government**

# **Assessment Requirements for BSBATSIW416 Obtain and manage consultancy services**

**Release: 1**

## Assessment Requirements for BSBATSIW416 Obtain and manage consultancy services

### Modification History

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

### Performance Evidence

Evidence of the ability to:

- obtain appropriate consultancy services that meet legal and organisational requirements
- monitor and review consultant's performance against relevant criteria
- provide feedback on consultant's performance.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

### Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain concept of community control of organisations and how it may impact the selection of a consultant
- describe cultural context in which Aboriginal and Torres Strait Islander boards operate, including their role in upholding traditional and cultural values, and how this might impact the selection of a consultant
- outline development and typical content of terms of reference, milestones and performance indicators
- explain equity and diversity principles as they apply to consultant selection
- identify external skill or competency needs required by the organisation
- describe various forms of contract and contractual obligations for consultants
- identify geographic, social, economic and political contexts in which particular organisations operate and how these may impact the selection of a consultant
- explain recruitment and selection process in relation to obtaining consultancy services
- outline relevant protocols and cultural responsibilities when engaging a consultant
- identify sources of legal advice available and how they can be accessed.

## Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the regulation, licensing and risk – ATSI governance field of work and include access to:

- participation on an actual or simulated board
- examples of situations where boards may seek consultancy services
- examples of relevant documents.

Assessors must satisfy NVR/AQTF assessor requirements.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>