



Australian Government

Assessment Requirements for BSBLED808 Conduct a career development session

Release: 1

Assessment Requirements for BSBLED808 Conduct a career development session

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:

- analyse, plan, implement and evaluate individual and target group career development needs, with an awareness of diversity and ethical requirements
- plan career development sessions according to career development theories and models and career development needs
- use effective communication skills to conduct career development sessions, and provide career counselling and information
- collect, assess and store information for use in a career development services setting.

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 the major career development theories and models
- describe common patterns of thinking, feeling and behaviour and their impact on individual career choices
- explain the key skills required to deliver career development sessions
- explain some ways to build rapport with individuals and groups
- outline concepts and principles relating to service provision, including lifelong learning, holistic career development, career decision-making, career coaching, career maintenance, work satisfaction, employability, enterprising, positive uncertainty and planned happenstance
- explain what career development standards are and their impact on career counselling
- outline legislative and regulatory requirements relevant to career counselling
- outline organisational policies relating to career counselling.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the workforce learning and development field of work and include access to:

- office equipment and resources
- relevant career development documentation and resources
- case studies and, where available, real situations
- interaction with others.

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>