



Australian Government

**Assessment Requirements for CSCORG020
Manage projects in justice and offender
services**

Release: 1

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Modification History

Release	Comments
1	These Assessment Requirements were released in CSC Correctional Services Training Package release 1.0 and meet the Standards for Training Packages.

Please refer to the advice in the CSC Assessment Guide.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least two occasions.

- accessing and using legislation and guidelines that may impact on the project and management of the project
- using project planning techniques related to projects that may be reasonably complex in terms of scope, degree of risk, and political, cultural and social factors
- detailing requirements, writing recommendations and preparing plans requiring precision of expression
- negotiating timelines, roles and responsibilities with stakeholders and project team members
- scheduling project activities
- communicating with key people using a range of communication styles to suit different audiences and purposes
- using project management tools suited to reasonably complex projects
- using communication strategies involving exchanges of often complex oral information
- applying risk-management techniques in project management
- maintaining the commitment, motivation and support of team members
- using team-building strategies
- responding to diversity in the workplace

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- organisation's policies and procedures that may impact the project

- legal and statutory obligations associated with project management in the context of the organisation and its services
- role and relationship of projects and their management within the strategic objectives and purposes of the organisation and the wider justice system
- current project management and quality assurance methods
- organisation's recent experience with project management and constraints arising
- methods of analysing and costing resource capacity and use
- methods of control and accountability of processes and resources
- principles of team leadership and team development
- objectives and methods for effective negotiation
- recording and reporting requirements
- opportunities for training, professional skills development and learning activities
- conflict resolution techniques
- justice system structures and political influences
- equal employment opportunities, equity and diversity principles

Assessment Conditions

Valid assessment of this unit requires a workplace environment or one that closely resembles normal work practice and replicates the range of conditions likely to be encountered when managing projects in justice and offender services, including coping with difficulties, irregularities and breakdowns in routine.

Evidence must be gathered over time and drawn from the range of routines and required work activities relevant to the performance criteria, the range statement and the organisational environment.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=114e25cd-3a2c-4490-baae-47d68dcd2fde>

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