



Australian Government

CUACNM403 Work with cultural material

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with CUA Creative Arts and Culture Training Package version 2.0.

Application

This unit describes the skills and knowledge required to comply with cultural and consultative requirements for sourcing, handling, interpreting and exhibiting cultural material that is not specifically of Aboriginal or Torres Strait Islander origin. It involves sourcing cultural material that could be relevant to an exhibition or display through research and consultation with community groups.

It applies to individuals who work in organisations that hold, research or display cultural material not specifically of Aboriginal or Torres Strait Islander origin. It applies to elements of cultures, and intellectual properties of communities, that are represented within Australian collecting institutions or which are held temporarily for display or research purposes.

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

Unit Sector

Cultural services - collection management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Source cultural material	1.1 Identify and locate cultural material that may be appropriate for exhibition or display 1.2 Confirm traditional ownership of cultural material in consultation with appropriate communities 1.3 Consult with community groups to determine suitable holding for materials not authorised for general exhibition 1.4 Negotiate permission and advice for the use of cultural material

ELEMENT	PERFORMANCE CRITERIA
	<p>according to cultural protocols</p> <p>1.5 Complete documentation including records and agreements according to cultural and organisational protocols</p>
2. Handle cultural material	<p>2.1 Describe, move, store and maintain cultural material according to cultural requirements</p> <p>2.2 Note aspects of objects that need repair or attention and take action within scope of own job role or refer to relevant personnel as required</p> <p>2.3 Communicate specific cultural requirements to colleagues</p>
3. Prepare cultural material for exhibition	<p>3.1 Consult with relevant community to establish culturally appropriate approaches to promote, exhibit and display material, and limitations on mode of exhibit</p> <p>3.2 Develop culturally appropriate interpretive approaches</p> <p>3.3 Develop exhibition support materials that take account of cultural protocols</p> <p>3.4 Communicate requirements for display or exhibition of cultural material to colleagues</p>
4. Display and return cultural material	<p>4.1 Display material according to agreed requirements</p> <p>4.2 Prepare material for return in accordance with cultural requirements</p> <p>4.3 Return cultural material to community in line with established cultural issues and protocols</p>

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 4.3	<ul style="list-style-type: none"> Gathers, interprets and analyses information from a range of sources and identifies key information that assists in determining job and cultural requirements
Writing	1.5, 2.2, 2.3, 3.3	<ul style="list-style-type: none"> Prepares specific information that conveys an understanding of outcomes and alternatives and uses accurate, specific and appropriate terminology

		<p>appropriate to present to relevant personnel</p> <ul style="list-style-type: none"> • Completes relevant supporting documentation using clear and technically specific language and terminology that reflect appropriate cultural protocols
Oral Communication	1.2, 1.3, 1.4, 2.2, 2.3, 3.1, 3.4	<ul style="list-style-type: none"> • Uses culturally sensitive language to convey ideas and listens carefully to the needs of community members and custodians • Uses a range of persuasive responses appropriate to audience and environment and makes comparisons that show an understanding of requirements • Uses appropriate tone, pace and listening and questioning techniques to elicit others' views and confirm understanding
Navigate the world of work	1.1, 1.5, 2.1, 2.2, 3.1	<ul style="list-style-type: none"> • Accepts responsibility and ownership for tasks and makes decisions about the need for coordination with others • Takes personal responsibility for following explicit and implicit policies, procedures and cultural protocols • Seeks clarification or assistance when required
Interact with others	1.2, 1.4, 2.3, 3.1, 3.4	<ul style="list-style-type: none"> • Selects and uses appropriate conventions and protocols when communicating with internal and external stakeholders to build rapport, seek or share information • Recognises and accommodates cultural differences and priorities of others
Get the work done	1.1, 2.1, 2.2, 3.1, 3.3, 4.1, 4.2, .4.3	<ul style="list-style-type: none"> • Takes responsibility for planning, organising and implementing tasks and systems to manage and display culturally sensitive information and materials • Systematically gathers and analyses all relevant information and evaluates options to make informed decisions • Uses problem solving techniques to identify and analyse issues

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
CUACNM403 Work with cultural material	CULCNM404A Work with cultural material	Updated to meet Standards for Training Packages	Equivalent Unit

Code and title current version	Code and title previous version	Comments	Equivalence status
		and clarify intent.	

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1db201d9-4006-4430-839f-382ef6b803d5>