



Australian Government

FBPPPL2001 Participate in work teams and groups

Release: 1

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Modification History

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 2.0.

Application

This unit of competency describes the skills and knowledge required to work effectively with others in structured teams and informal work groups to complete work activities.

This unit applies to individuals who work under general supervision and whose role includes identifying and providing solutions to a limited range of predictable problems.

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

Pre-requisite Unit

Nil

Unit Sector

People, Planning and Logistics (PPL)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify team objectives	1.1 Identify and agree team tasks, responsibilities and performance measures 1.2 Discuss and agree tasks required to achieve goals and performance standards with the team
2. Participate in planning work activity	2.1 Negotiate personal work tasks and roles to ensure team goals and performance standards are met 2.2 Provide information to contribute to planning work group activities

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	2.3 Assess personal skills to identify match with team skill needs 2.4 Plan personal workload to meet team goals and performance standards
3. Complete work tasks to meet team requirements	3.1 Undertake work to achieve team goals and performance standards 3.2 Ensure communication between team members and with other work areas is appropriate and timely 3.3 Make timely requests for assistance as required to meet team goals and performance standards 3.4 Provide assistance to other team members to achieve team goals and performance standards

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Oral communication	• Uses clear language, concepts, tone and pace appropriate for the audience and purpose • Responds to clear requests and contributes to workgroup discussions, when asking and responding to relevant questions as appropriate
Get the work done	• Plans and implements routine tasks and workload making limited decisions on sequencing, timing and collaboration, and seeks assistance in setting priorities

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPPPL2001 Participate in work teams and	FDFPPL2001A Participate in work	Updated to meet Standards for Training	Equivalent unit

Code and title current version	Code and title previous version	Comments	Equivalence status
groups	teams and groups	Packages Minor changes to Performance Criteria to clarify intent	

Links

Companion Volume Implementation Guides are found in VETNet: -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4>