



Australian Government

FWPCOT5213 Contribute to and implement a community engagement plan

Release: 1

FWPCOT5213 Contribute to and implement a community engagement plan

Modification History

Release	Comments
Release 1	This version released with FWP Forest and Wood Products Training Package Version 7.0.

Application

This unit of competency describes the skills and knowledge required to contribute to the development, implementation and review of community engagement plans that focus on forestry-related matters and achieving sustainable environmental, economic and community benefits.

This unit applies to individuals who are engaged in developing and implementing community engagement plans either as a discrete role or as part of a broader job role.

All work must be carried out to comply with workplace procedures, according to state/territory health and safety regulations, legislation and standards that apply to the workplace.

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

Pre-requisite Unit

Nil

Unit Sector

Common Technical (COT)

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. Scope need for community engagement	1.1 Utilise a community engagement framework to assist in analysing and responding to issues that require community engagement

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.2 Confirm organisational issues requiring community engagement 1.3 Confirm purpose and potential benefits of community engagement for the organisation and the community 1.4 Identify target groups in line with identified issues and purpose of engagement
2. Contribute to development of community engagement plan	2.1 Confirm objectives of community engagement in consultation with key stakeholders 2.2 Identify characteristics of the community, appropriate community engagement strategies, potential barriers to effective engagement and approach to addressing barriers 2.3 Incorporate communication protocols in community engagement plan, including ways of communicating with culturally and linguistically diverse communities 2.4 Liaise and seek support from senior personnel during preparation of the community engagement plan, as required 2.5 Produce draft community engagement plan according to workplace procedures 2.6 Forward draft community engagement plan to appropriate personnel and confirm further actions
3. Coordinate implementation of community engagement plan	3.1 Determine community engagement activities, resource requirements and implementation timelines according to community engagement plan 3.2 Communicate objectives and potential constraints on engagement to appropriate personnel, and allocate resources, roles and responsibilities 3.3 Identify and manage expectations of participants and provide targeted information to participants and other stakeholders throughout engagement process according to workplace procedures 3.4 Engage with media to ensure engagement objectives are accurately communicated to community members and other stakeholders according to workplace procedures 3.5 Provide opportunities for individuals and communities to develop their capacity to engage with the organisation 3.6 Implement mechanisms for communities to raise their own issues with the organisation 3.7 Monitor roll-out of community engagement activities on an

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	ongoing basis, consider feedback from stakeholders and adjust engagement plan in consultation with appropriate personnel as required 3.8 Report on implementation of community engagement activities to appropriate personnel
4. Review community engagement plan	4.1 Assess engagement outcomes against purpose and objectives 4.2 Report outcomes of community engagement activities to relevant stakeholders 4.3 Provide feedback to participants on how the outcomes have informed planning or decision making 4.4 Report on effectiveness of community engagement plan and make recommendations to inform future planning based on consultation and feedback

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
Reading	- Read and interpret complex and unfamiliar texts on forestry policy - Read and interpret submissions and position papers prepared by stakeholders
Writing	- Write recommendations and prepare community engagement reports requiring complex language structures and precision of expression - Prepare community engagement information requiring the presentation of complex information, using simple language structures and precision of expression
Oral communication	- Interact appropriately with a variety of community partners to explain complex and formal policies - Establish and foster transparent, trusting relationships or partnerships with individuals and communities - Work with diverse communities using a range of communication styles to suit different audiences and purposes

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FWPCOT5213 Contribute to and implement a community engagement plan	FWPCOT5208 Build and maintain community relationships	Redesigned unit that includes content from FWPCOT5208 Build and maintain community relationships, and FWPCOT6201 Manage community engagement	Not equivalent
FWPCOT5213 Contribute to and implement a community engagement plan	FWPCOT6201 Manage community engagement	Redesigned unit that includes content from FWPCOT5208 Build and maintain community relationships, and FWPCOT6201 Manage community engagement	Not equivalent

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47>