



Australian Government

Assessment Requirements for MSL916012 Manage and develop teams

Release: 1

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Modification History

Release 1. Supersedes and equivalent to MSL916007 Manage and develop teams. Minor changes to Knowledge Evidence with some items combined and content relating to financial management removed (covered in MSL916013).

Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and:

- planned and allocated work for a team of at least 3 people, that balances achievement of team goals and job requirements with team members' strengths and preferences
- measured, monitored and recorded the performance of the team and each individual within the team.
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Knowledge Evidence

There must be evidence the candidate has knowledge of:

- the organisational structure, layout of laboratory and workplace
- business goals, expected performance outcomes and key indicators
- key principles of performance management systems, team dynamics, cohesion, leadership and management
- workplace/statutory policies and procedures relating to access and equity, relevant sections of industrial awards and workplace bargaining agreements
- interpersonal/communication strategies for a diverse workforce
- conflict resolution strategies and processes
- methods for improving team and individual performance, including:
 - improving team planning processes and utilising individuals' strengths
 - analysing barriers to team effectiveness and developing appropriate strategies to overcome them
 - monitoring individuals' outputs and providing constructive feedback
 - recording individual and team performance
- common issues within and between teams, including:
 - unexpected changes to work priorities, schedules and rosters; and critical events on shift
 - urgent or abnormal results that require attention
 - problems with instruments, reagents, tests and sampling
 - equipment and material shortages

- work health and safety (WHS) requirements, including provision of appropriate training, supervision, consultation and cooperation in the workplace.

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Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions and contingencies. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
 - WHS, equal opportunity, licensing, and registration policies and procedures
 - workplace procedures
 - industrial awards and workplace agreements
- modelling of industry operating conditions, including:
 - interactions with a laboratory work team.

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

Links

MSL Laboratory Operations Companion Volume Implementation Guide is available from VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa>