



**Australian Government**

# **PSPGEN047 Promote diversity**

**Release: 1**

## PSPGEN047 Promote diversity

### Modification History

Release	Comments
1	<p>This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages.</p> <p>This unit supersedes and is equivalent to PSPGOV505A Promote diversity.</p> <ul style="list-style-type: none"> <li>• Unit code updated</li> <li>• Content and formatting updated to comply with the new standards</li> <li>• All PC transitioned from passive to active voice</li> </ul>

### Application

This unit describes the skills required to promote diversity within an organisation. It includes providing diversity input to strategies, policies and plans, attracting, developing and promoting a diverse workforce, and monitoring diversity outcomes.

This unit applies to those working in generalist and specialist roles within the public sector.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work independently performing complex tasks in a range of familiar contexts.

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

### Competency Field

General

### Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

<p><b>1. Provide diversity input to strategies, policies and plans</b></p>	<p>1.1 Collect, analyse and use quantitative and qualitative workplace diversity data for planning strategies, policies and plans to achieve a more diverse workforce.</p> <p>1.2 Compare workplace diversity data with data on the diversity of the organisation's client base and the community it serves to ensure strategies, policies and plans are responsive to all stakeholders.</p> <p>1.3 Develop diversity strategies in consultation with stakeholders, including people from key equity groups and clients.</p> <p>1.4 Develop measures to evaluate the effectiveness and outcomes of workplace strategies, policies and plans in relation to diversity.</p> <p>1.5 Include actions to address the implementation of workplace diversity objectives in workplace business plans.</p> <p>1.6 Incorporate reporting and feedback processes into strategies and plans.</p>
<p><b>2. Attract, develop and promote a diverse workforce</b></p>	<p>2.1 Integrate diversity principles and underpin human resources policies and practices in the work area.</p> <p>2.2 Promote and implement strategies to increase the recruitment and retention of equity groups and others who don't fit the dominant organisational paradigm.</p> <p>2.3 Identify barriers that prevent the recruitment, retention and progression of staff from diverse backgrounds and develop strategies to address them.</p> <p>2.4 Identify and tailor development opportunities to address the needs of a diverse workforce in accordance with diversity objectives and resourcing constraints.</p> <p>2.5 Identify and mentor individuals with the capacity to operate in a variety of business and cultural settings to maximise their contribution to the organisation and its clients.</p> <p>2.6 Create a harmonious and supportive work environment by valuing and promoting the benefits of a diverse workforce to those working within the business unit and/or the organisation.</p>
<p><b>3. Monitor diversity outcomes</b></p>	<p>3.1 Evaluate employee data and feedback from staff or interviews to identify changes and trends in diversity outcomes for the work area.</p> <p>3.2 Monitor progress against workplace diversity effectiveness measures and policy and/or legal obligations, report outcomes and make adjustments to the diversity strategy or objectives to ensure its continued relevance and success.</p>

## Foundation Skills

Foundation skills are embedded within the elements and performance criteria of this unit.

## Unit Mapping Information

This unit supersedes and is equivalent to PSPGOV505A Promote diversity.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

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