



Australian Government

Assessment Requirements for PSPGEN052 Undertake and promote career management

Release: 1

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Modification History

| Release | Comments |
|---------|---|
| 1 | <p>These Assessment Requirements were released in PSP Public Sector Training Package release 1.0 and meet the Standards for Training Packages.</p> <ul style="list-style-type: none">Assessment Requirements created drawing upon specified assessment information from superseded unit |

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- analysing strengths, weaknesses, opportunities, threats (SWOT)
- researching and questioning
- reflecting on own skills, abilities, values and performance
- conducting skills audits and skills gap analyses
- developing strategies for the management of one's own and others' careers
- providing performance feedback and capitalising on new skills developed by others in the workplace
- communicating with a diverse workforce including facilitating, questioning, consulting, active listening

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- strategic approach to career management for self and others
- performance management
- career development options
- workforce trends
- scenario planning in the context of career management
- succession planning
- changing demographics and workforce skill needs

- organisational planning for human resources at a strategic level
- principles of equal employment opportunity and diversity
- legislation, policies and procedures relating to career management including WHS and environment

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

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

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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