



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **PSPGOV602B Establish and maintain strategic networks**

**Revision Number: 1**

## **PSPGOV602B Establish and maintain strategic networks**

### **Modification History**

Not applicable.

### **Unit Descriptor**

#### **Unit descriptor**

This unit covers establishing, expanding and utilising strategic networks. It includes identifying features of required strategic networks, identifying or establishing network links with key stakeholders and building strategic relationships.

In practice, establishing and maintaining strategic networks may overlap with other generalist or specialist public sector work activities such as acting ethically, complying with legislation, applying government systems, managing change, managing diversity, etc.

This unit is one of 3 units of competency in the Working in Government Competency Field that deal with networks. Related units are:

PSPGOV303B Build and maintain internal networks

PSPGOV418A Develop internal and external networks

This unit replaces and is equivalent to PSPGOV602A Establish and maintain external networks

### **Application of the Unit**

Not applicable.

### **Licensing/Regulatory Information**

Not applicable.

### **Pre-Requisites**

Not applicable.

## **Employability Skills Information**

**Employability skills**      This unit contains employability skills.

## **Elements and Performance Criteria Pre-Content**

Elements are the essential outcomes of the unit of competency. Together, performance criteria specify the requirements for competent performance. Text in *italics* is explained in the Range Statement following.

## Elements and Performance Criteria

### ELEMENT

### PERFORMANCE CRITERIA

#### 1. Identify features of required strategic networks

- 1.1 The strategic value and likely outcomes of participating in *networks* are identified at an individual and organisational level
- 1.2 The benefits of existing networks are researched and assessed
- 1.3 *Key stakeholders* and their needs, expectations and roles are identified

#### 2. Identify or establish network links with key stakeholders

- 2.1 Existing network links between key stakeholders are identified, and strategies to maintain or expand them are identified and initiated
- 2.2 New network links between self and key internal and external stakeholders are established and used effectively
- 2.3 Strong working relationships are developed and maintained among network members

#### 3. Build strategic relationships

- 3.1 Effective communication channels are established to exchange strategic information for the mutual benefit of network members
- 3.2 Interaction and consultation with key stakeholders are used to anticipate developments that may impact on the organisation and require a strategic approach to dealing with them
- 3.3 Misunderstandings and conflict situations are identified and constructively addressed in accordance with principles of conflict resolution
- 3.4 Opportunities are sought and acted upon to improve communication processes and achieve mutually beneficial outcomes

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This section describes the essential skills and knowledge and their level, required for this unit.

#### Skill requirements

Look for evidence that confirms skills in:

- applying legislation, regulations and policies relating to public sector environment
- using a range of communication methods with diverse strategic networks including consultation, liaison, negotiation, building influence and reputation, transparency
- using formal and informal industry communication channels
- responding to diversity, including gender and disability
- resolving conflict in a strategic networking context
- applying procedures relating to occupational health and safety and environment in the context of strategic networking

#### Knowledge requirements

Look for evidence that confirms knowledge and understanding of:

- legislation, regulations, policies, procedures and guidelines relating to work in a public sector environment
- local/national/international public sector structures/protocols
- industry/professional communication channels and networks
- principles of interpersonal, group and inter-agency communication
- principles of conflict resolution in a strategic context
- equal employment opportunity, equity and diversity principles
- public sector legislation such as occupational health and safety and environment in the context of strategic networking

## Evidence Guide

### EVIDENCE GUIDE

The Evidence Guide specifies the evidence required to demonstrate achievement in the unit of competency as a whole. It must be read in conjunction with the Unit descriptor, Performance Criteria, the Range Statement and the Assessment Guidelines for the Public Sector Training Package.

#### Units to be assessed together

- *Pre-requisite* units that must be achieved prior to this unit: *Nil*
- *Co-requisite* units that must be assessed with this unit: *Nil*
- *Co-assessed units* that may be assessed with this unit to increase the efficiency and realism of the assessment process include, but are not limited to:

PSPETHC601B Maintain and enhance confidence in public service

PSPGOV601B Apply government systems

PSPGOV605A Persuade and influence opinion

PSPLEGN601B Manage compliance with legislation in the public sector

PSPMNGT604B Manage change

PSPMNGT605B Manage diversity

PSPMNGT609B Formulate business strategies

PSPMNGT613A Develop partnering arrangements

#### Overview of evidence requirements

In addition to integrated demonstration of the elements and their related performance criteria, look for evidence that confirms:

- the knowledge requirements of this unit
- the skill requirements of this unit
- application of Employability Skills as they relate to this unit
- strategic networks established/maintained in a range of (3 or more) contexts (or occasions, over time)

#### Resources required to carry out assessment

These resources include:

- legislation, policy, procedures and protocols relating to the public sector environment
- organisational charts
- case studies and workplace scenarios to capture the range of situations likely to be encountered when establishing and

## EVIDENCE GUIDE

### maintaining strategic networks

#### Where and how to assess evidence

Valid assessment of this unit requires:

- a workplace environment, or one that closely resembles normal work practice and replicates the range of conditions likely to be encountered when establishing and maintaining strategic networks, including coping with difficulties, irregularities and breakdowns in routine
- strategic networks established/maintained in a range of (3 or more) contexts (or occasions, over time).

Assessment methods should reflect workplace demands, such as literacy, and the needs of particular groups, such as:

- people with disabilities
- people from culturally and linguistically diverse backgrounds
- Aboriginal and Torres Strait Islander people
- women
- young people
- older people
- people in rural and remote locations.

Assessment methods suitable for valid and reliable assessment of this competency may include, but are not limited to, a combination of 2 or more of:

- case studies
- portfolios
- projects
- questioning
- scenarios
- authenticated evidence from the workplace and/or training courses

#### For consistency of assessment

Evidence must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and apply the competency in different situations or environments

## Range Statement

### RANGE STATEMENT

The Range Statement provides information about the context in which the unit of competency is carried out. The variables cater for differences between States and Territories and the Commonwealth, and between organisations and workplaces. They allow for different work requirements, work practices and knowledge. The Range Statement also provides a focus for assessment. It relates to the unit as a whole. Text in *italics* in the Performance Criteria is explained here.

#### *Networks may include*

- formal or informal networks
- circulation lists
- e-networks
- bulletin boards
- virtual communities
- mailing lists

#### *Key stakeholders may include*

- officers from other government organisations
- Ministerial advisers
- community members
- council members
- industry representatives
- professional associations
- international public sector staff
- international associations

### Unit Sector(s)

Not applicable.

### Competency field

Competency field

Working in Government