



Australian Government

**TAEICR511 Work in partnership with
industry, enterprises and community
groups**

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with TAE Training and Education Training Package Version 5.0. Supersedes and is equivalent to TAEICR501 Work in partnership with industry, enterprises and community groups.

Application

This unit describes the skills and knowledge required to work in partnership with industry, enterprises and community groups to provide a range of learning and development services. It covers preparing for the partnership, as well as negotiating, implementing, maintaining, evaluating and reviewing the partnership arrangement.

It applies to individuals in a registered training organisation (RTO) who are planning to work in partnerships, or who are already working in partnership, with an organisation such as an industry body, enterprise or community group, to provide a learning and development service, or related service.

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

Unit Sector

Industry and community relations

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. Prepare for partnership with the organisation	1.1 Determine RTO readiness for engagement with the partner organisation, in line with the RTO's strategic plan 1.2 Identify skills needed by RTO staff to work effectively with the organisation, as determined by the requirements of the organisation 1.3 Conduct an RTO skills analysis to determine if the RTO staff

ELEMENTS	PERFORMANCE CRITERIA
	have the required skills, or need further development prior to engaging with the organisation
2. Negotiate the partnership	<p>2.1 Identify and set objectives for the partnership, in line with the strategic direction and plan of both the RTO and the partner organisation</p> <p>2.2 Determine and act on the likely strengths, weaknesses, opportunities and threats of the partnership arrangement</p> <p>2.3 Negotiate agreement with the organisation about the services and responsibilities of the RTO and the organisation</p> <p>2.4 Analyse resources needed for the partnership arrangement, and determine what resources each party will contribute to the partnership</p> <p>2.5 Facilitate the drawing up and signing of a contract, or agreement, by appropriate personnel in both organisations</p>
3. Implement the partnership	<p>3.1 Design organisational processes in consultation with the relevant RTO and the partner organisation's personnel</p> <p>3.2 Establish reporting and recordkeeping processes in accordance with the RTO and the organisation's requirements</p> <p>3.3 Set the parameters for quality assurance of the service offered to the organisation</p> <p>3.4 Develop a learning and development strategy in consultation with the relevant RTO and the organisation's personnel</p> <p>3.5 Contextualise the learning and development service as required by the organisation</p> <p>3.6 Provide the learning and development service required by the organisation</p>
4. Maintain the partnership	<p>4.1 Use appropriate communication and interpersonal techniques to develop and maintain a professional relationship with the partner organisation</p> <p>4.2 Provide support for own staff when providing the service to the organisation</p> <p>4.3 Encourage the organisation to provide support for their own staff when undergoing training, development and assessment</p>
5. Evaluate and review the partnership	<p>5.1 Evaluate the participants' reaction to the learning and development service</p> <p>5.2 Evaluate the development in terms of the application of new skills, knowledge and attitude to the workplace</p> <p>5.3 Analyse the changes the learning and development service has made to the partner organisation</p> <p>5.4 Set up review criteria, and review the partnership arrangement, in consultation with the organisation</p>

ELEMENTS	PERFORMANCE CRITERIA
	5.5 Use evaluation and review processes to make suggestions for improving existing and future partnership arrangements, and report to relevant personnel

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Digital literacy	<ul style="list-style-type: none"> Uses main features and functions of digital tools and electronic applications required in own role in a range of contexts to access and exchange information, design work processes, manage data and records and to complete work tasks
Learning	<ul style="list-style-type: none"> Reflects on skills and knowledge of others, to seek opportunities for learning, development and improvement
Oral communication	<ul style="list-style-type: none"> Leads communication to effectively provide and elicit information, confirm understanding, explore partner requirements, maintain professional relationships, and support staff and clients
Reading	<ul style="list-style-type: none"> Identifies, analyses and interprets written information presented in a variety of formats to identify relevance to requirements
Writing	<ul style="list-style-type: none"> Prepares appropriate documentation in a detailed and logical manner using language, format and style appropriate to a specific audience
Initiative and enterprise	<ul style="list-style-type: none"> Facilitates the development of organisational goals, roles and responsibilities Facilitates the development and implementation of contracts or agreements
Self-management	<ul style="list-style-type: none"> Recognises the importance of consultation and negotiation, while collaborating to achieve required outcomes
Planning and organising	<ul style="list-style-type: none"> Organises and completes work according to defined requirements, taking responsibility for decisions and sequencing tasks to achieve efficient outcomes

Unit Mapping Information

Supersedes and is equivalent to TAEICR501 Work in partnership with industry, enterprises and community groups.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=35337905-785d-4f93-8777-e9991ad4c6c3>