



Australian Government

TLIP0007 Facilitate and capitalise on change in the workplace

Release: 1

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Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to facilitate and capitalise on change within the workplace.

It includes identifying and developing creative and flexible strategies to situations requiring change, participating in planning for the introduction of change and managing the facilitation of change in the workplace.

Work is performed under limited or minimum supervision with general guidance on progress and outcomes. It involves discretion and judgement for self and others in facilitating and capitalising on change and innovation in the workplace.

Work involves responsibility for facilitating change in the workplace and leading others individually or in teams.

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

Pre-requisite Unit

Not applicable.

Competency Field

P – Administration and Finance.

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1 Identify and develop creative and flexible strategies to situations requiring change

- 1.1 Opportunities are taken to respond to the changing needs of the organisation and its stakeholders
- 1.2 Alternative approaches to managing workplace issues, problems and opportunities are identified and analysed
- 1.3 Risks are assessed and action is taken to achieve a recognised benefit or advantage to the organisation
- 1.4 Creative and responsive strategies are developed in consultation with relevant stakeholders
- 1.5 Suggested strategies are assessed against resource management, productivity, reduction of costs and/or the competitive environment

2 Participate in planning the introduction of change

- 2.1 Information collected from consultation processes is collated and reviewed then forwarded to relevant personnel for consideration
- 2.2 Plans to introduce change are confirmed with relevant stakeholders
- 2.3 Organisation objectives and plans to introduce change are explained clearly to stakeholders

3 Manage the facilitation of change

- 3.1 Stakeholders are encouraged and supported to respond effectively and efficiently to changes in organisation goals, plans and priorities
- 3.2 Coaching and mentoring are used to assist stakeholders to develop competencies to handle change efficiently and effectively
- 3.3 Stakeholders are kept informed of progress in the implementation of change
- 3.4 Change management processes are monitored
- 3.5 Recommendations for improving the methods/techniques to manage change are negotiated with stakeholders

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the TLI Transport and Logistics Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is not equivalent to TLIP4002 Facilitate and capitalise on change in the workplace.

Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>