UEPOPS032 Coordinate team activities

Release: 1

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Modification History

Release 1. This is the first release of this unit of competency in the UEP Electricity Supply Industry - Generation Sector Training Package Release 2.0.

Application

This unit involves the skills and knowledge required to direct and coordinate team activities in the workplace to achieve agreed goals.

Team coordination is the process of turning a group of individuals into a cohesive team where they work together interdependently and cooperatively to meet the needs of the workplace.

Competency in this unit requires the ability to prepare for and coordinate teamwork, and conduct team meetings. Individuals will, in general, work as a coordinator, in a power generation facility.

Power generation plant operators are trained and authorised to isolate, prepare plant and issue permits to work.

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

Pre-requisite Unit

There are no prerequisite units

Competency Field

Operations

Unit Sector

Electricity generation

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Prepare for teamwork	**1.1** Work health and safety (WHS)/occupational health and

		safety (OHS) regulations, legislative requirements, codes of practice, manufacturers' recommendations and specifications, environmental requirements and workplace procedures are identified, applied and monitored
	1.2	Teamwork is planned in accordance with workplace procedures
	1.3	Hazards and incidents related to performance of teamwork are identified and investigated and remedial action is planned and implemented in accordance with workplace procedures
	1.4	Team communication requirements are identified in accordance with workplace procedures
	1.5	Communication and information systems are used in accordance with workplace procedures
2 Coordinate teamwork	2.1	Site and team performance goals are identified and clarified with team members in accordance with workplace procedures
	2.2	Cooperative interaction between team members is fostered in accordance with workplace procedures
	2.3	Team roles are identified and coordinated in accordance with workplace procedures
	2.4	Work plans for the team are developed, revised and coordinated in accordance with workplace procedures
	2.5	Proposals for improvements are encouraged from team members in accordance with workplace procedures
	2.6	Barriers to achievement of team goals and performance are identified and resolved, and referred to relevant personnel in accordance with workplace procedures
3 Conduct team meetings	3.1	Team meeting objectives are clarified, and research is prepared in accordance with workplace procedures
	3.2	Meeting procedures are conveyed to team members in accordance with workplace procedures
	3.3	Formal presentations are undertaken in team meetings in accordance with workplace procedures
	3.4	Team members are encouraged to participate and are

given a hearing in meetings in accordance with workplace procedures

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 may be found in the UEP Electricity Supply Industry - Generation Sector Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to UEPOPS440 Coordinate team activities.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1715b9fa-e7bd-441c-bb8d-cf22c9c825a8