



Australian Government

UEPOPS440 Coordinate team activities

Release: 1

UEPOPS440 Coordinate team activities

Modification History

Release 1. This is the first release of this unit of competency in the UEP Generation Training Package.

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 team work, coordinate team work and conduct team meetings. Individuals will, in general, work as a coordinator, in a power generation facility.

Power generation plant operators are typically 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.

Note: Workplace practice

The application of the skills and knowledge described in this unit may require a licence or training permit to practice in the workplace where work is carried out on gas and electrical installations. Additional conditions may apply under state and territory legislative and regulatory licensing requirements.

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 team work

- 1.1** Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) regulations, legislative requirements, industry standards, codes of practice, environmental obligations and workplace procedures are identified, applied and monitored
- 1.2** Team work is planned, in accordance with workplace procedures
- 1.3** Hazards or incidents related to performance of team work are identified and investigated and remedial action is planned and implemented, in accordance with workplace procedures and legislative requirements
- 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 team work

- 2.1** Site or 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, or referred to appropriate 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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to UEPOPS440B 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>