



Australian Government

AHCBUS512 Develop and implement family business structures and relationships

Release: 2

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Modification History

Release	Comments
Release 2	This version released with AHC Agriculture, Horticulture, Conservation and Land Management Training Package Version 6.0.
Release 1	This version released with AHC Agriculture, Horticulture, Conservation and Land Management Training Package Version 4.0.

Application

This unit of competency describes the skills and knowledge required to develop and implement business structures and relationships for a family based primary production business.

This unit applies to individuals who participate in the establishment of a family based primary production business and communicate the roles and responsibilities of family members within that business. They take responsibility for their own work and provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

All work must be carried out to comply with organisational requirements, work health and safety legislation and codes, sustainability practices and in consultation with the management team.

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

Pre-requisite Unit

Nil

Unit Sector

Business (BUS)

Elements and Performance Criteria

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<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>

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1. Identify and establish an appropriate rural family business structure	1.1 Establish the goals for the business and the goals of the individual family stakeholders 1.2 Identify options for the business structure which best fit the business and family stakeholder goals 1.3 Assess legal and taxation implications of each option 1.4 Assess the advantages and disadvantages of each option for this business 1.5 Establish an appropriate business organisational structure in consultation with members of the business unit 1.6 Establish administrative procedures to ensure full compliance within the chosen structure. 1.7 Prepare a succession plan for the business
2. Identify and establish the roles and responsibilities within the business unit	2.1 Identify and discuss roles and responsibilities family stakeholders within the business 2.2 Allocate individual roles and responsibilities to members of the business unit 2.3 Assess roles and responsibilities of family members in accordance with succession and estate planning requirements 2.4 Prepare, update and store wills
3. Develop and implement conflict and stress management strategies	3.1 Identify potential causes of conflict and stress within a rural family business environment. 3.2 Develop appropriate interpersonal skills to facilitate and promote positive relations within the business 3.3 Identify and access relevant rural support networks and organisations 3.4 Develop conflict and stress management strategies in consultation with family and other employees 3.5 Implement strategies to minimise conflict and stress within the family and the workplace 3.6 Review conflict and stress management strategies regularly
4. Implement business structure and review performance	4.1 Review goals for the business and the goals of the individual family stakeholders. 4.2 Review succession plan

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	4.3 Adjust business structures and relationships on the basis of the reviews

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Oral communication	Interact effectively and negotiate with family members and stakeholders, including in times of conflict

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AHCBUS512 Develop and implement family business structures and relationships Release 2	AHCBUS512 Develop and implement family business structures and relationships Release 1	Minor update Duplicated performance criteria removed at PC4.2	Equivalent

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>

Assessment Requirements for AHCBUS512 Develop and implement family business structures and relationships

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Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that the individual has developed and implemented family business structures and relationships for at least one rural, family business including:

- establishing goals for business structure and relationship
- assessing options to establish the business structure
- preparing a succession plan
- establishing roles and responsibilities
- preparing or updating wills
- developing conflict and stress management strategies
- reviewing performance about business goals and relationships.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- legislation and regulations relevant to family business
- family business planning
- succession planning
- organisational policies, plans and procedures
- principles of effective communication, negotiation and conflict resolution
- principles and techniques that utilise feedback to achieve positive outcomes
- rural networks and support groups
- stressors in a rural, family business environment
- stress management strategies.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - skills must be demonstrated in a workplace setting or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - access to a rural, family business.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

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