



Australian Government

AHCCCF416 Present proposed courses of action to meeting

Release: 1

AHCCCF416 Present proposed courses of action to meeting

Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

Application

This unit of competency describes the skills and knowledge required to develop proposed courses of action and present recommendations at meeting.

This unit applies to community program facilitators. These individuals take responsibility for their own work and provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

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

Pre-requisite Unit

Nil.

Unit Sector

Community Coordination and Facilitation (CCF)

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Develop course of action and documentation	1.1 Identify and compare a range of courses of action to proposed course of action 1.2 Determine best course of action related to goal, action strategy, project or issue to solve a problem or to advance the group 1.3 Determine legislative and ethical requirements and diverse viewpoints for inclusion in decision or discussion 1.4 Identify reasons for proposed course of action including costs and benefits
2. Present	2.1 Present recommendations and rationale to committee for approval

Element	Performance criteria
recommendations	

Foundation Skills

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

Range of Conditions

Unit Mapping Information

This unit is equivalent to AHCCCF416A Present proposed courses of action to meeting.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>

Assessment Requirements for AHCCCF416 Present proposed courses of action to meeting

Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

Performance Evidence

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- develop solutions or appropriate courses of action on own or in small groups
- present recommendations to a meeting, including analysis of suitability of course of action

Knowledge Evidence

The candidate must demonstrate knowledge of:

- sources of knowledge and advice appropriate to submission
- legislation and regulations related to proposed course of action
- structure for presenting reasoned submissions

Assessment Conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>