



Australian Government

AHCCCF507 Facilitate the development of group goals and projects

Release: 1

AHCCCF507 Facilitate the development of group goals and projects

Modification History

Release	Comments
Release 1	This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 9.0.

Application

This unit of competency describes the skills and knowledge required to facilitate development of group goals and projects.

The unit applies to individuals who apply specialised skills and knowledge to facilitate the development of group goals and projects. These individuals take personal responsibility and exercise autonomy in undertaking complex work. They analyse and synthesise information and analyse, design and communicate solutions to sometimes complex problems.

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

Pre-requisite Unit

Nil

Unit Sector

Community Coordination and Facilitation (CCF)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Promote the identification of issues	1.1 Encourage group members to identify local issues within the context of the group activities and program scope 1.2 Identify issues in terms of problems, causes and actions required 1.3 Provide opportunities for group members to learn about matters within program scope and to acquire additional related skills

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
2. Facilitate development of priorities for action	2.1 Facilitate group to develop potential action strategies for identified issues that comply with program scope 2.2 Determine priorities for action strategies based on member interests and skills, the impact on program issues, promotion of solutions, and compliance with the program guidelines 2.3 Ensure facilitation processes used are appropriate to the level of group development
3. Facilitate development of goals and action plans	3.1 Facilitate the group to develop goals and link them to action strategies in a cohesive action plan 3.2 Support group to document their goals and action strategies and achieve membership approval 3.3 Review previous goals and action plans with the group to identify and develop new goals and action plans 3.4 Enable group to develop its goals and actions within its organisational rules and program guidelines 3.5 Correlate goals and action strategies to regional plans and initiatives
4. Support group to identify and evaluate potential projects	4.1 Facilitate group to identify a range of potential projects within goals and action strategy 4.2 Lead group through an evaluation process of alternative projects to determine potential for acceptance 4.3 Encourage group to review the results of previous projects and submissions for funds as part of the development of new projects 4.4 Ensure facilitation process is sensitive to individual member viewpoints, perspectives and cultures, and considerate of community goals and plans to manage any potential conflict
5. Support group in development of project proposals and submissions	5.1 Facilitate group to develop a project plan and costing within program guidelines 5.2 Assist group to prepare project proposal in terms of the program requirements and to complete submission for lodgement to the authorities by the due date 5.3 Assist group to document project evaluation requirements in accordance with program and proposal requirements 5.4 Source relevant information to assist the group with the

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

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	Initiate and facilitate group discussions, using clear language and standard industry terminology to discuss and support the development of project proposals and submissions

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AHCCCF507 Facilitate the development of group goals and projects	AHCCCF502 Facilitate development of group goals and projects	Changes to unit title and application Major and minor changes to performance criteria Foundation skills added Major and minor edits to performance and knowledge evidence and assessment conditions	Not 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 AHCCCF507 Facilitate the development of group goals and projects

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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 facilitated the development of group goals and projects on at least one occasion and has:

- identified and discussed local issues with local groups
- facilitated the development of group goals and actions
- facilitated group to allow all group members the opportunity to contribute to discussions
- facilitated group to reach consensus in planning decisions
- led group through an evaluation process of alternative projects to determine whether the project:
 - matches member interests and skills
 - scope is within the resources of the group or network of regional groups
 - compliance with program scope
 - can be resourced within available funding
 - has the potential for acceptance
- provided support to a group in developing project plans and preparing project proposals and submissions.

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:

- community and sector perspectives on issues relevant to group goals and projects
- local, regional and national issues relevant to group goals and projects
- previous group history
- group facilitation styles and techniques
- regional community, groups and cultures
- national, state and regional funding priorities

- strategic planning principles
- project planning, budgeting and costing techniques.

Assessment Conditions

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

- physical conditions:
 - a workplace setting or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - program scope and budget
 - computer hardware and software
- relationships:
 - group members.

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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