



**Australian Government**

# **AHCCCF509 Support group and community change management processes**

**Release: 1**

# AHCCCF509 Support group and community change management processes

## 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 support group and community change management processes.

The unit applies to individuals who apply specialised skills and knowledge to support change management processes in a group and community context. 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. Identify changes occurring at group and community levels | 1.1 Identify changes at group and community level due to internal initiatives or factors<br>1.2 Identify changes due to external factors or legislative requirements |
| 2. Identify potential                                       | 2.1 Identify potential impact of changes and reactions at group and                                                                                                  |

| Elements                                                          | Performance Criteria                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Elements describe the essential outcomes.</i>                  | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>                                                                                                                                                                                             |
| impacts and reactions to change and initiatives to support change | community level<br>2.2 Identify cultural and sector perspectives and viewpoints to address different reactions to change<br>2.3 Identify change management initiatives required to support the implementation of change in the group or community                                                  |
| 3. Facilitate change management processes                         | 3.1 Distribute information related to the changes in terms that assist understanding and acceptance<br>3.2 Assist the group to develop understanding of change, to manage reactions and respond to change<br>3.3 Encourage group to develop and implement a plan to address change and its impacts |

## 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                                                                                                                                                                          |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reading            | <ul style="list-style-type: none"> <li>Identify and interpret information regarding group and community legislative changes</li> </ul>                                               |
| Oral communication | <ul style="list-style-type: none"> <li>Initiate discussions with group, using clear language and standard industry terminology to discuss, respond to and plan for change</li> </ul> |

## Unit Mapping Information

| Code and title current version                                    | Code and title previous version                                      | Comments                                                                                                            | Equivalence status |
|-------------------------------------------------------------------|----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|--------------------|
| AHCCCF509 Support group and community change management processes | AHCCCF504 Support group and community changes in resource management | Changes to unit title and application<br>Major and minor changes to performance criteria<br>Foundation skills added | Not equivalent     |

| Code and title<br>current version | Code and title<br>previous version | Comments                                                                              | Equivalence status |
|-----------------------------------|------------------------------------|---------------------------------------------------------------------------------------|--------------------|
|                                   |                                    | Major and minor edits to performance and knowledge evidence and assessment conditions |                    |

## 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 AHCCCF509 Support group and community change management processes

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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 supported a group and community through change management processes on at least one occasion and has:

- identified required or impending changes and potential impacts on group or community
- developed or utilised change management strategies to deal with potential change issues
- distributed information about changes and provided advice and response to queries
- facilitated the group through a process of change.

## 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:

- change management theories at individual and group level
- external factors and legislative requirements relevant to community change management processes
- local networks and groups
- community viewpoints and cultures.

## 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
- specifications:
  - legislation relevant to community change management processes
- 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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