



Australian Government

Assessment Requirements for AHCPER315 Coordinate community projects

Release: 1

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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:

- read and interpret documentation associated with community projects
- organise field staff and volunteers
- represent and support community organisations
- calculate material and resource requirements
- coordinate project activities
- document and report results

Knowledge Evidence

The candidate must demonstrate knowledge of:

- community projects, such as:
 - small or short-term projects
 - projects that form part of larger projects
 - arranging social events
 - carrying out fundraising and sponsorship
 - representing a community group or project
- environmental awareness associated with undertaking project works to ensure minimal impact on the environment
- work schedule programming
- hiring and subcontracting of labour
- attracting volunteers
- possible causes of disruption to work activities and contingency situations, such as:
 - delay in delivery and/or breakdowns with equipment and machinery
 - poor weather conditions

- poor quality materials
- unforeseen problems
- provision for providing other work on the site or away from the site while problems are fixed
- delaying a project if possible and necessary
- responsibilities and requirements for obtaining external agency permits as necessary
- the range, use and availability of materials, equipment and resources required for a project
- work health and safety issues, legislative requirements and Codes of Practice
- community consultation
- project coordination principles
- meeting and committee protocols
- project reporting
 - the project name
 - author name and date
 - project description
 - progress of activities
 - promotions and publicity
 - OHS issues
 - expenditure
 - future project-related activities that require planning

Assessment Conditions

Assessors must satisfy current standards for RTOs. Assessors must also hold a nationally accredited Certificate III (or higher) in Permaculture. Completion of a Permaculture Design Course (PDC) is not sufficient at this level.

Links

Companion Volume implementation guides are found in VETNet -

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