



Australian Government

Assessment Requirements for AHCWRK409 Supervise work routines and staff performance

Release: 1

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Modification History

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

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 supervised work routines and staff performance on at least two occasions and has:

- identified and matched staff skills to tasks and duties
- supervised and instructed staff to achieve work activities
- implemented workplace health and safety and environmental policies and procedures
- developed and communicated staff work plans
- identified and incorporated training and learning activities
- promoted and maintained effective relationships with team members
- monitored team member performance and provided feedback.

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:

- leadership principles for maintaining the work team
- workplace organisational structure and responsibilities
- workplace requirements applicable to health and safety in the workplace for supervising work routines and staff performance
- environment and employment legislation, regulations and codes of practice relevant to supervising work routines and staff performance
- principles of time management
- workplace training requirements and processes
- techniques for building trust and relationships
- principles of teamwork and negotiation
- conflict management techniques
- performance appraisal policies and procedures.

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:
 - computer hardware and software
- specifications:
 - workplace health and safety, environment and employment legislation, regulations and codes of practice relevant to supervising work routines and staff performance
- relationships:
 - team members.

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

Links

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