



Australian Government

AURMMA5004 Manage motorsport team development

Release 1

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Modification History

Release	Comment
Release 1	Replaces AURM542438A Manage motorsport team development Unit code updated to meet policy requirements Reference to OHS legislation replaced with new WHS legislation Licensing statement added to unit descriptor

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to manage motorsport team development. It includes fostering teamwork ethic and morale, conflict management and identifying health requirements of team members. Licensing, legislative, regulatory or certification requirements may apply to this unit in some jurisdictions. Users are advised to check with the relevant regulatory authority.
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Application of the Unit

Application of the unit	Work involves consulting and working with team members to develop a shared understanding of roles and responsibilities, and team goals. Competence may be demonstrated in motorsport team workplaces, a simulated environment, or workplaces of enterprises supporting and working closely with motorsport teams.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Develop and implement team roles and responsibilities	1.1. Team roles and responsibilities in the workshop and event environment are determined and documented 1.2. Role descriptions are written in conjunction with team members 1.3. Authority hierarchies are identified and related to team roles and joint responsibilities are determined and documented 1.4. Workplace health and safety (WHS) requirements, including regulatory requirements and personal protection needs are observed throughout the work 1.5. Team members are briefed, roles implemented and modifications to role descriptions are made where necessary
2. Develop and foster motorsport teamwork ethic and image	2.1. Team image, philosophy and goals are defined through consultation with team members and promotional partners and documented 2.2. Information on team goals, image and attitudes is disseminated to team members 2.3. Personal attitudes needed to succeed in motorsport are identified 2.4. Strategies to support team members to reflect desired team image are developed 2.5. Team standards of behaviour, commitment and presentation are defined and expectations communicated to team members 2.6. Team members are briefed on how their decisions and actions must be consistent with team image, goals and personal goals philosophy 2.7. Maintenance of work ethic and image is encouraged, monitored and corrected where necessary
3. Develop and implement team member health and fitness policy	3.1. Basic nutritional requirements for persons operating in a motorsport environment are researched and documented 3.2. Event catering procedures suitable for the team are developed and documented 3.3. Strategies for coping with stress and fatigue are developed, communicated to team members and monitored 3.4. Physical fitness requirements of team members in relation to role requirements are developed,

ELEMENT	PERFORMANCE CRITERIA
	communicated to team members and monitored 3.5.The impact of drugs on personal competence within a motorsport environment is communicated to team members and monitored
4. Apply conflict resolution strategies	4.1.Opportunities for team members to discuss problems which directly or indirectly affect their work are regularly provided 4.2.Potential and actual conflict situations are recognised and assistance is sought to resolve conflict with the appropriate persons involved in accordance with team procedures 4.3.Options for resolution of conflict are identified allowing for constructive responses to be negotiated and enable established work relationships to continue 4.4.The dispute or conflict is managed to optimise the likelihood of a favourable outcome for all parties and is in line with team goals 4.5.The strategy selected for resolution is consistent with team practices/procedures 4.6.Resolution and counselling skills to the situation are applied 4.7.Outcomes meet individual, enterprise and legislative requirements 4.8.Where records of the conflict and outcomes are kept, they are accurate, complete and comply with organisational requirements and are stored securely, only accessible to authorised persons

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Required skills include:

- collect, organise and understand information related to team roles and relationships, image and goals, nutrition and physical fitness of team members
- communicate ideas and information to enable confirmation of team roles and relationships, work ethic and team image expectations and standards and communicating with team members to resolve conflict
- plan and organise activities including professional development of team members regarding team goals and image, health and fitness requirements, stress management and conflict resolution strategies
- work with others and in a team by recognising dependencies and using cooperative approaches to optimise information flow and communication
- use mathematical ideas and techniques to assist research, analysis and presentation of information
- use scenario planning techniques and knowledge of group behaviour and team dynamics to anticipate potential conflict situations and plan and implement resolution strategies
- use workplace technology to assist research, storage and presentation of information

Required knowledge

Required knowledge includes:

- team roles, responsibilities and interrelationship of roles
- leadership styles and decision-making models
- personal and work attitudes desired within the motorsport sector
- positive and negative potential of different personal attitudes in a motorsport environment
- positive and negative potential of differences between team and personal goals
- ways in which individual team members can promote or negatively impact on desired team image
- human nutritional requirements, the five food groups and their effect on the human body
- specific nutritional requirements for operating in a motorsport environment
- impact on the human body of using legal and illegal drugs and implications for a motorsport team
- principles of physical fitness and fitness requirements to operate in a motorsport environment

REQUIRED SKILLS AND KNOWLEDGE

- group dynamics in stressful environments
- communication principles and techniques
- causes of conflict
- conflict resolution models and strategies

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Assessors must be satisfied that the candidate can competently and consistently:

- interpret and apply team requirements, controlling body and category rules and supplementary regulations
- apply safety requirements including the use of personal protective equipment
- implement and supervise task instructions, operating procedures and processes to:
 - minimise the risk of injury to self or others
 - prevent damage to competition vehicle or equipment
 - achieve required outcomes within team time and quality standards
- write role descriptions for all team members. These must include:
 - tasks (and sub-tasks)
 - responsibilities for outcomes
 - responsibilities for tooling, equipment and material
 - responsibilities for persons
 - responsibilities for systems
 - accountability
 - relationships with other team members
- develop at least three (3) conflict resolution strategies. They must contain:
 - rationale for choice in relation to the team environment
 - examples of scenarios where they could be implemented
 - a list of strengths and weaknesses
- complete work within team quality and timeliness standards
- work effectively with others
- modify activities to cater for variations in workplace context and environment.

EVIDENCE GUIDE	
Context of, and specific resources for assessment	- Assessment may occur on the job or in a workplace simulated facility with access to a motorsport team. - Assessment of this competence may include project related tasks and require portfolios or other forms of indirect evidence. - Access to job/role descriptions and advertising/promotional material as identified in the Range Statement and documentation of team procedures and processes.
Method of assessment	- Assessment methods must confirm consistency of performance over time and in a range of workplace contexts. - Assessment should be by direct observation of tasks and questioning on underpinning knowledge. - Assessment should be conducted over time and may be in conjunction with assessment of other units of competency.
Guidance information for assessment	

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Teams	Teams may be small (4 or less persons), medium (5-15 persons) or large (more than 15 persons). The team context includes roles less central to the team operations. These include team owner, promotional partners and advertising/publicity persons
Team roles	Team roles may be highly differentiated or team members may perform multiple roles within the team

RANGE STATEMENT	
WHS requirements	WHS requirements include: • state/territory and federal legislation • material safety management systems • controlling body requirements • manufacturer specifications and local safe operating procedures
Legislative requirements	Work is carried out in accordance with legislative obligations (including environmental requirements), health regulations, manual handling procedures and team insurance requirements
Information/documents	Information/documents may include: • controlling body rules, category rules and supplementary regulations • current team role/job descriptions • task instructions including worksheets, checklists, plans, drawings and designs • team procedures relating to reporting and communication • team procedures relating to the use of tooling and equipment • manufacturer/component supplier specifications and application procedures for tooling, equipment and material • team advertising, promotional and/or promotional partner material

Unit Sector(s)

Unit sector	Motorsport
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Co-requisite units

Not applicable.

Competency field

Competency field	Management, Leadership and Supervision
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