



Australian Government

**Assessment Requirements for BSBFNG403
Participate as a board member of an
Aboriginal and Torres Strait Islander
organisation**

Assessment Requirements for BSBFNG403 Participate as a board member of an Aboriginal and Torres Strait Islander organisation

Modification History

Release	Comments
Release 1	This version first released with the Business Services Training Package Version 8.0. Changed unit title to reflect developments in Aboriginal and Torres Strait Islander Governance outcomes. Supersedes and is not equivalent to: • BSBATSIL411 Undertake the roles and responsibilities of a board member • BSBATSIL412 Participate effectively as a board member • BSBATSIL510 Appoint and work with a manager • BSBATSIL511 Lead the organisation's strategic planning cycle • BSBATSIL512 Be a leader in the community • BSBATSIM412 Implement a businesslike approach • BSBATSIM414 Oversee the organisation's annual budget.

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- contribute to at least two decisions on issues affecting board and organisational performance.

In the course of the above, the candidate must:

- work in accordance with organisational constitution, legislation and policies and procedures
- contribute to analysis of issues
- contribute to board discussions
- manage conflicts of interest
- consult with broader community on matters of relevance to board
- maintain open channels of communication between board and staff members.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- key aspects of cultural context in which Aboriginal and Torres Strait Islander boards operate, including their role in upholding traditional and cultural values
- organisational decision-making processes
- geographic, cultural, social, economic and political contexts in which different Aboriginal and Torres Strait Islander organisations operate
- key aspects of governance roles and responsibilities of an Aboriginal and Torres Strait Islander organisation board member and of key board positions
- key aspects of management roles and responsibilities, including:
 - monitoring trends and outcomes of organisation's activities
 - methods of identifying organisational policies and activities requiring change
- differences in elected arms and administrative arms of organisation
- techniques in balancing the two worlds of Indigenous culture and mainstream Australia
- features and informing context to organisation's operations, including:
 - history
 - structure
 - core functions
 - code of conduct
 - constitution
 - policies and procedures
 - processes to monitor operations
 - reporting processes
- provisions of legislation and funding body requirements influencing board's responsibilities and decision making
- key features and functions of financial statements, information and reports; and risks associated with incorrectly interpreting them
- protocols and cultural responsibilities relating to participate on a board of an Aboriginal and Torres Strait Islander organisation.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- an actual or simulated board
- examples of issues that boards of governance have worked on, including community feedback and strategic decisions
- examples of relevant financial statements and reports.

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

Links

Companion Volume Implementation Guide is found on VETNet - -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>