



Australian Government

Assessment Requirements for BSBGOV405 Undertake the roles and responsibilities of committee or board members

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 2.0.

Performance Evidence

Evidence of the ability to:

- perform board/committee duties in accordance with organisational constitution, codes of conduct, legislation and internal policies and procedures
- manage conflicts of interest.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- outline decision-making techniques
- compare and contrast governance and management roles and responsibilities
- outline how legislation and funding arrangements or funding body requirements impact roles and responsibilities of committee and/or board members.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical committee or board of governance activities and include access to:

- participation on an actual or simulated board
- examples of issues worked on by boards of governance, including community feedback and strategic decisions.

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 guides are found in VETNet -

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