



Australian Government

BSBLDR521 Lead the development of diverse workforces

Release: 1

BSBLDR521 Lead the development of diverse workforces

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 7.0.

Application

This unit describes the skills and knowledge required to lead the development of a diverse workforce. It covers supporting and engaging with a diverse workforce to maximise the benefit of diversity to the organisation.

The unit applies to supervisors, team leaders, new and emerging managers who lead within a diverse workforce environment and exercise discretion and autonomy within a structured business context.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Social Competence – Leadership

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Establish benefits of workforce diversity	1.1 Identify benefits of diversity in business and workplace contexts 1.2 Qualify and quantify the source of workforce diversity 1.3 Identify legislation and organisational policies and procedures that relate to workplace diversity 1.4 Identify opportunities and barriers to inclusive engagement
2. Embed diversity into team plans and operations	2.1 Develop work plans to accommodate diversity 2.2 Confirm that work plans incorporate contributions from diverse workforce members 2.3 Adjust plans and operations to align with relevant diversity legislation and organisational policies and procedures

ELEMENT	PERFORMANCE CRITERIA
	2.4 Design processes to incorporate and maximise the benefits of diversity
3. Support development of a diverse workforce	3.1 Apply communication processes and behaviours according to diversity work plans and processes 3.2 Identify biases and assumptions in communication and behaviour of self and others and adjust, as required 3.3 Provide workplace support and access to diversity services

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

SKILL	DESCRIPTION
Writing	Develops texts dealing with complex ideas and concepts using specialised and detailed language to convey explicit information
Self-management	Analyses the implications of legislation, policy and other organisational responsibilities in carrying out own role
Teamwork	- Implements communication strategies and behaviours for a diverse range of colleagues to build rapport and foster strong relationships - Identifies strengths and limitations of own interpersonal skills and attitudes and addresses areas that would benefit from further development
Planning and organising	- Takes responsibility for developing and implementing plans and processes to achieve organisational objectives, seeking feedback and advice, as required - Uses analytical processes to identify workforce diversity issues and evaluate options to address them

Unit Mapping Information

No equivalent unit. Supersedes but is not equivalent to:

- BSBLDR404 Lead a diverse workforce
- BSBLDR504 Implement diversity in the workplace
- BSBLDR804 Influence and shape diversity management.

Links

Companion Volume Implementation Guide is found on VETNet -

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

Assessment Requirements for BSBLDR521 Lead the development of diverse workforces

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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:

- lead the development of at least one diverse workforce.

In the course of the above, the candidate must:

- identify diversity within a team based workforce and outline opportunities and barriers to inclusive engagement of individuals
- promote the benefits of diversity within the workplace and identify the business benefits of incorporating diversity into planning and operations
- develop a work plan that integrates a diverse workforce, adjusting the plan and operations to meet legislation, regulations and policy
- structure continuous feedback and review processes into team activities.

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:

- legislation, regulation and business policies and procedures relevant to diversity in the workplace
- types of diverse individuals and groups in the workplace
- strategies, tools and techniques for integrating and engaging a diverse workforce
- potential impacts of gender, race, age, disability, sexual orientation, form of work engagement and flexible work arrangements on workforce engagement
- benefits of having a diverse workforce and barriers to inclusive engagement.

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:

- legislation and regulations related to workforce diversity
- workplace policies and procedures related to working with diversity
- interaction with others.

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

Links

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