



Australian Government

BSBLDR806 Lead and influence ethical practice

Release: 1

BSBLDR806 Lead and influence ethical practice

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to apply ethical leadership and take responsibility for influencing ethical practice. It addresses modelling organisational values, embedding ethical practice into the organisation's culture and processes and promoting ethical leadership and decision making at all levels of the organisation.

It applies to people who use cognitive and creative skills to review, critically analyse, consolidate and synthesise knowledge, in order to generate ideas and provide solutions to complex problems. They use communication skills to demonstrate their understanding of theoretical concepts and to transfer knowledge and ideas to others.

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

Unit Sector

Management and Leadership - 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. Embody and model ethical values	1.1 Consistently demonstrate a commitment to the professionalism, ethical values and principles of the organisation in personal dealings within and on behalf of the organisation 1.2 Develop and maintain a high level of expertise related to ethics and standards 1.3 Interpret complex ethical matters and provide advice to resolve them in accordance with legislative, industry codes of practice and organisational standards 1.4 Report and encourage dealing with suspected unethical conduct

ELEMENT	PERFORMANCE CRITERIA
	confidentially and promptly
2. Embed ethical practice into the organisation's culture and processes	2.1 Identify strengths, weaknesses and threats to ethical conduct in the organisation through analysis of industry, state, national and international trends and develop strategies to act on them in accordance with enterprise and industry practice 2.2 Analyse management and accountability structures in the organisation and put strategies in place to ensure continuous improvement 2.3 Influence the development and review of policies and procedures to include and address ethical considerations 2.4 Develop and promote frameworks for ethical decision-making and policy setting 2.5 Analyse and develop policies and procedures to allow individuals to safely report breaches of ethical conduct and for remedying breaches of ethical conduct
3. Promote ethical leadership and decision making at all levels of the organisation	3.1 Foster dialogue on organisational values and ethics with and between staff to develop a strong understanding of and commitment to organisational standards 3.2 Provide leadership and guidance to empower individuals and the organisation to address ethical issues 3.3 Identify and refer organisational patterns, trends and issues that require ethical consideration by managers and staff for action 3.4 Promote and support leadership programs that promote ethical and values-based behaviour according to organisational requirements and the individual needs and capabilities of staff

Foundation Skills

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

Skill	Performance Criteria	Description
Reading	2.1-2.3, 2.5	Sources, evaluates and critiques ideas and information from a range of complex texts
Writing	2.2-2.5	Develops texts dealing with complex concepts using specialised and detailed language to convey context

		and intent
Navigate the world of work	1.1-1.4, 2.3, 3.2, 3.4	• Takes a lead role in the development of organisational goals, roles and responsibilities • Leads planning and review processes in accordance with organisational policies and procedures, legal and ethical requirements
Interact with others	1.3, 1.4, 3.1, 3.2	• Plays a lead role in situations requiring effective collaborative skills, demonstrating high-level influencing skills, focusing and shaping awareness, and engaging and motivating others
Get the work done	2.1, 2.2, 2.3, 2.4, 3.3, 3.4	• Accepts responsibility for planning and sequencing complex tasks and workload • Monitors progress of plans in achieving agreed outcomes • Systematically gathers and analyses relevant information and evaluates options to inform decisions about complex organisational strategies

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBLDR806 Lead and influence ethical practice	Not applicable	New unit	No equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for BSBLDR806 Lead and influence ethical practice

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Performance Evidence

Evidence of the ability to:

- lead and influence ethical practice in an organisation by demonstrating a personal commitment to the professionalism, ethical values and principles of the organisation and encouraging others to do so
- research and maintain a high level of ethical expertise including the ability to interpret complex ethical matters and provide advice
- report and deal with suspected unethical conduct confidentially and promptly
- research, develop and implement policies and procedures for managing ethical practices in an organisation
- promote ethical leadership and decision making including providing leadership and reviewing ethical practices.

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:

- describe national and international trends in the development of ethical organisations
- describe frameworks for ethical decision making/problem solving and policy setting
- explain organisational ethics, values and standards
- outline the role of organisational codes of ethics/conduct
- explain procedural fairness
- outline procedures, strategies or protocols that can be used to identify and address unethical conduct
- outline the legislative and regulatory context of the organisation, as it relates to ethical work practices.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the management and leadership field of work and include access to:

- legislation, regulations and workplace standards relevant to ethical practice
- workplace documents, including organisational strategic plans and policies and procedures
- case studies and, where possible, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

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