



Australian Government

BSBPMG610 Enable program execution

Release: 1

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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 establish parameters and enable a program to be undertaken effectively. It includes the performance criteria required to demonstrate competency in establishing both what the program will accomplish and how it will do so.

A program is defined as a set of interrelated projects, each of which has a project manager. 'Multiple projects', or 'a program of projects', refers to a number of related projects managed by the same person as a program to achieve organisational objective/s.

It applies to individuals who are program managers and those managing a suite of projects (a program). They operate within assigned authority levels, are responsible for own performance and sometimes the performance of others.

Individuals in this role may be operating within an organisation, business or as a consultant.

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

Unit Sector

Management and Leadership – Project Management

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. Envision the desired future state	1.1 Define and agree description of the desired future state with pertinent stakeholders 1.2 Monitor and evaluate internal and external program contexts for circumstances that may require changes to the desired future state

ELEMENT	PERFORMANCE CRITERIA
	1.3 Periodically review the description of the desired future state and confirmed or updated to maintain alignment with the expected benefits
2. Shape and sustain the program execution approach	2.1 Define and agree gaps between the current state and the desired future state with pertinent stakeholders 2.2 Define and agree changes needed to move from the current state to the desired future state with pertinent stakeholders 2.3 Define and agree a program execution approach based on changes needed with pertinent stakeholders 2.4 Monitor and evaluate internal and external program contexts for circumstances that may require changes to the program execution approach 2.5 Periodically review program execution approach and confirm or update to maintain alignment with the expected benefits
3. Shape and sustain the program's business case	3.1 Define, document, and approve business case for both the desired future state and the program execution approach with pertinent stakeholders 3.2 Monitor and evaluate internal and external program contexts for circumstances that may require changes to the program's business case 3.3 Periodically review the program's business case and confirm or update to maintain alignment with the expected benefits
4. Shape and sustain program governance	4.1 Define, maintain and refresh the program organisation with the sponsoring organisation 4.2 Design program boundaries and governance structures to exploit synergies with the sponsoring organisation 4.3 Identify / devise policies, processes, and procedures to support the management of the program and communicate with pertinent stakeholders

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	1.2, 1.3, 2.4, 3.2, 3.3, 4.3	Applies appropriate strategies to construct meaning from complex texts
Writing	1.1, 1.3, 2.1, 2.2, 2.3, 2.5, 3.1, 3.3, 4.1, 4.2, 4.3	Develops and refines a range of project related documents using appropriate format, vocabulary and structure
Oral Communication	1.1, 1.3, 2.1, 2.2, 2.3, 2.5, 3.1, 3.3, 4.1, 4.3	- Participates in a range of verbal exchanges using clear and detailed language to provide relevant information - Uses active listening and questioning techniques to confirm understanding
Navigate the world of work	4.2, 4.3	Contributes to the development of organisational policies and procedures
Interact with others	1.1, 1.3, 2.1, 2.2, 2.3, 2.5, 3.1, 3.3, 4.1, 4.3	- Selects and uses appropriate conventions and protocols when communicating with relevant stakeholders to seek or share information - Negotiates agreement with diverse stakeholders
Get the work done	1.2, 2.4, 3.1, 3.2, 4.1, 4.2	- Develops flexible plans for complex, high impact activities with strategic implications that involve a diverse range of stakeholders with potentially competing demands - Sequences and schedules complex activities, monitors implementation and manages program execution

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBPMG610 Enable program execution	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 BSBPMG610 Enable program execution

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Performance Evidence

Evidence of the ability to:

- use advanced writing skills to document business case and other planning documents
- conceptualise, clarify and document future state descriptions
- monitor and evaluate processes and changed circumstances
- negotiate vision and detail requirements with stakeholders
- apply policy development skills to structure, revise and document various policies
- create, negotiate and document a program future state model
- develop and document a program execution strategy, governance model and business case.

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:

- identify methods used to construct future state scenarios
- explain business case development processes, documentation and presentation
- explain program execution approaches
- identify program governance models.

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 – project management field of work and include access to:

- examples of program documentation

- feedback from stakeholders, which reflects how program execution was managed for a program.

Assessors must satisfy NVR/AQTF assessor requirements.

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