



Australian Government

BSBPMG636 Manage benefits

Release: 1

BSBPMG636 Manage benefits

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 manage the attainment of program benefits. It includes ensuring that benefits are identified and realised when and as expected.

The unit 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 their own performance and sometimes the performance of others.

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

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

Unit Sector

Business Competence – 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. Identify benefits and trade-offs	1.1 Analyse benefits and their alignment to organisational objectives 1.2 Define and communicate expected short- and long-term benefits and trade-offs with key stakeholders 1.3 Assess project and program performance against respective plans 1.4 Monitor and evaluate internal and external program contexts for circumstances that may require changes to the expected benefits
2. Execute to deliver expected benefits	2.1 Define and confirm benefit dependencies with key stakeholders 2.2 Devise and agree benefits delivery approach with key

ELEMENT	PERFORMANCE CRITERIA
	stakeholders considering impact of the benefit on risk management, issues management, and change control 2.3 Assign ownership of benefits delivery 2.4 Review confirm and update benefits measurement approach and benefits delivery approach
3. Sustain and evaluate attainment of expected benefits	3.1 Assess deliverables from constituent projects according to benefits measurement approach 3.2 Measure and report progress toward delivery of expected benefits with key stakeholders 3.3 Evaluate and communicate benefits against established projects delivery plan 3.4 Assess and record lessons learned throughout projects and communicate to pertinent stakeholders 3.5 Address variances in delivery of expected benefits

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Reading	Applies appropriate strategies to construct meaning from complex texts
Writing	Prepares documentation to confirm and report on defined benefits and reviews using appropriate format, vocabulary and structure
Oral Communication	- Participates in a range of verbal exchanges using language and features appropriate to audience - Uses active listening and questioning techniques to confirm understanding
Numeracy	Calculates, compares and contrasts outcomes against targets using appropriate mathematical formulae
Planning and organising	- 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 evaluates results

Unit Mapping Information

Supersedes and is equivalent to BSBPMG623 Manage benefits.

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 BSBPMG636 Manage benefits

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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:

- manage benefits for a program of work.

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:

- components of different benefit delivery models
- qualitative and quantitative data to assess project and program performance against plans
- techniques used in decision making theory and analysis applied to benefits assessment
- types and definition of program benefits
- workplace identification and documentation of program benefits
- relationship between program delivery and benefits realisation approaches
- forecasting program benefits realisation.

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:

- access to examples of program workplace documentation related to attaining program benefits
- feedback from stakeholders, which reflects how benefits management was managed for a program.

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

Links

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