



Australian Government

CUACNM413 Work with cultural material

Release: 1

CUACNM413 Work with cultural material

Modification History

Release	Comments
Release 1	This version first released with CUA Creative Arts and Culture Training Package version 5.0.

Application

This unit describes the skills and knowledge required to comply with cultural and consultative requirements for sourcing, handling, interpreting and exhibiting cultural material. It involves sourcing cultural material that could be required for an exhibition or display through research and consultation with community groups.

The unit applies to those who work in organisations that hold, research or display cultural material that is not specifically of Aboriginal and/or Torres Strait Islander origin. It applies to elements of cultures, and intellectual properties of communities, that are represented within Australian collecting institutions or which are held temporarily for display or research purposes.

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

Unit Sector

Cultural services – Collection 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. Source cultural material	1.1 Determine exhibition or display requirements in consultation with required personnel 1.2 Identify and locate cultural material that meets exhibition or display requirements 1.3 Confirm traditional ownership of cultural material in consultation with required communities 1.4 Determine holding for materials not authorised for general exhibition or display according to organisational policies and

ELEMENT	PERFORMANCE CRITERIA
	procedures in consultation with required communities 1.5 Negotiate permission and advice for the use of cultural material according to cultural protocols 1.6 Complete records, agreements and other required documentation according to cultural and organisational protocols
2. Handle cultural material	2.1 Describe, move, store and maintain cultural material according to cultural requirements and organisational policies and procedures 2.2 Identify objects that need repair or maintenance and take action within scope of own job role or refer to required personnel as required 2.3 Communicate specific cultural requirements to colleagues according to organisational policies and procedures
3. Prepare cultural material for exhibition or display	3.1 Establish culturally sensitive approaches for promotion, exhibition and display of material in consultation with required communities 3.2 Establish limitations on mode of exhibition in consultation with required communities 3.3 Develop culturally sensitive interpretive approaches for exhibition or display 3.4 Develop exhibition or display support materials that take account of cultural protocols 3.5 Communicate requirements for exhibition or display of cultural material to required personnel
4. Display and return cultural material	4.1 Exhibit or display material according to agreed requirements 4.2 Prepare material for return according to cultural requirements and organisational policies and procedures 4.3 Return cultural material to community according to established cultural issues and protocols

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
Oral communication	- Conveys ideas and listens carefully to the needs of community members and custodians using culturally sensitive language - Makes comparisons and shows an understanding of requirements using different persuasive responses for different audiences and environments

SKILL	DESCRIPTION
	Elicits others' views and confirms understanding using tone, pace, and listening and questioning techniques
Reading	Gathers, interprets and analyses information from different sources and identifies key information assisting in determining job and cultural requirements
Writing	- Prepares specific information and conveys an understanding of outcomes and alternatives using accurate, specific and appropriate terminology - Completes required supporting documentation using clear and technically specific language and terminology and reflecting cultural protocols
Planning and organising	- Takes responsibility for planning, organising and implementing tasks and systems - Systematically gathers and analyses required information and evaluates options when making informed decisions
Problem solving	Identifies and analyses issues using problem solving techniques
Self-management	- Accepts responsibility and ownership for tasks and makes decisions about the need for coordination with others - Takes personal responsibility for following policies, procedures and cultural protocols - Seeks clarification or assistance when required
Teamwork	- Selects and uses applicable conventions and protocols when communicating with internal and external stakeholders and builds rapport, seeks and shares information - Identifies and accommodates cultural differences and priorities of others

Unit Mapping Information

Supersedes and is equivalent to CUACNM403 Work with cultural material.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1db201d9-4006-4430-839f-382ef6b803d5>

Assessment Requirements for CUACNM413 Work with cultural material

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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:

- exhibit or display cultural material on at least one occasion according to exhibition or display requirements, including:
 - sourcing cultural material for exhibition or display
 - consulting in a culturally sensitive manner with required community representatives about exhibition or display of cultural material according to organisational policies and procedures
 - developing and recording agreements for using cultural material according to organisational policies and procedures
 - preparing to display cultural material according to organisational policies and procedures and demonstrating knowledge of cultural protocols and practices
 - moving, storing, displaying, maintaining and returning cultural material in a manner consistent with established cultural protocols.

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:

- sources of cultural material
- industry standard technology used to work with, record, and manage cultural material
- storage methods for cultural material that are unsuitable or forbidden for exhibition or display
- copyright, moral rights and intellectual property issues with reference to cultural material
- repair and maintenance procedures for objects and personnel to refer to as required
- organisational policies and procedures for exhibiting or displaying material, including those relating to:
 - communication methods
 - timeframes and schedules

- documentation and record keeping
- preparation, exhibition and display standards
- work health and safety (WHS) requirements
- cultural protocols and appropriate consultation methods for:
 - exhibiting cultural material in required community contexts
 - identifying, moving, storing and maintaining cultural material in required community contexts
 - negotiating community permission to use cultural material.

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:

- cultural material, or information on material when access is not available
- areas to exhibit or display cultural material
- information about cultural protocols.

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

Assessment must ensure involvement in the assessment process of persons approved by appropriate persons or custodians of the required community.

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