



Australian Government

DEFEVL003 Maintain and enhance professional practice

Release: 2

DEFEVL003 Maintain and enhance professional practice

Modification History

Release 2.0. This is the second release of this unit of competency in the DEF Defence Training Package Release 4.0. Modifications have been made to Foundation Skills and Assessment Conditions.

Release 1.0. This unit was released in DEF Defence Training Package release 1.0 and meets the Standards for Training Packages.

This unit supersedes and is equivalent to DEFEV503 Maintain and enhance professional practice.

- Unit code updated
- Content and formatting updated to comply with new standards
- All PC transitioned from passive to active voice.

Application

This unit describes the skills required to manage personal professional performance and to take responsibility for professional development in relation to the provision of evaluation services.

This unit applies to those working in an evaluation environment.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work autonomously while performing complex tasks in a familiar context

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

Pre-requisite Unit

Not applicable.

Competency Field

Evaluation

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1 Model high standards of performance	1.1	Incorporate individual responsibilities and accountabilities into personal work plans
	1.2	Model professional techniques and strategies
	1.3	Apply ethical and inclusive practices in professional practice
2 Determine personal development needs	2.1	Assess own knowledge and skills against relevant benchmarks to determine development needs and priorities
	2.2	Seek input from other relevant personnel about own development needs and priorities
	2.3	Identify ways to update and maintain currency of evaluation practices and prepare a vocational training plan
	2.4	Combine vocational training plan and personal development objectives into an overall professional development plan
3 Participate in professional development activities	3.1	Select and implement development opportunities to support continuous learning and maintain currency of professional practice
	3.2	Participate in professional networks to support continuous learning and maintain currency of professional practice
	3.3	Engage in processes which include observing peers and providing them with feedback
	3.4	Invite peers and others to observe and provide feedback on own practices
	3.5	Use technology to maintain regular communication with relevant networks, organisations and individuals
4 Reflect on and evaluate professional practice	4.1	Research developments and trends impacting on professional practice and integrate information into work performance

- 4.2** Use feedback from colleagues and clients to identify and introduce improvements in work performance
- 4.3** Document professional development activities, learning and planned changes in behaviours

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit supersedes and is equivalent to DEFEV503 Maintain and enhance professional practice.

Links

Companion Volume Implementation Guides are found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>

Assessment Requirements for DEFEVL003 Maintain and enhance professional practice

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Release 1.0. These Assessment Requirements were released in DEF Defence Training Package release 1.0 and meet the Standards for Training Packages.

Assessment Requirements created drawing upon specified assessment information from superseded unit.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least two occasions and includes:

- participating in professional networks
- consulting with colleagues and clients
- demonstrating interpersonal skills
- engaging with peers professionally to give and receive feedback
- making informed decisions and recommendations
- completing and maintaining records related to professional development
- evaluating personal work practices to improve performance or understanding
- keeping up with trends, changes and developments in own area of speciality
- analysing and identifying opportunities to improve training and assessment practices
- demonstrating time management skills
- contributing to own professional development plan
- networking and using technology to gain information and other support
- participating in professional development activities.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- organisational goals and objectives
- organisational processes, procedures and opportunities relating to professional development
- continuous improvement techniques and processes and their application
- social and education trends and changes impacting on the evaluation environment, including:
 - policy changes
 - technological changes

- cultural changes
- economic changes
- networks relevant to professional practice
- ethical and inclusive principles and practices associated with assessment of competence
- types and availability of development activities and opportunities.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- acceptable means of simulation assessment
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and PPE currently used in industry.

Links

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<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>