



Australian Government

DEFGEN006 Work with equity and diversity

Release: 2

DEFGEN006 Work with equity and diversity

Modification History

Release 2. Modifications made to Foundation Skills and Assessment Conditions.

Release 1. 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 DEFEQ001C Work with equity and diversity.

- 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 apply the principles of equity and diversity in the workplace. This includes recognising individual differences in the workplace, valuing these differences and adjusting own behaviour to account for these differences.

This unit was developed for those working in any field as a Defence member but may be relevant to others.

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 under direct supervision, while performing specific tasks, in a range of contexts.

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

Pre-requisite Unit

Not applicable

Competency Field

General

Unit Sector

Not applicable

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Recognise individual differences

2 Demonstrate respect for individual differences

PERFORMANCE CRITERIA

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

1.1 Acknowledge differences in accordance with workplace equity and diversity principles.

1.2 Apply equity and diversity principles.

1.3 Identify and apply legislative and statutory requirements.

2.1 Ensure personal behaviour shows sensitivity to the differences.

2.2 Ensure personal conduct complies with workplace equity and diversity standards.

2.3 Identify and access available support.

2.4 Adjust communication styles to reflect equity and diversity standards.

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 DEFEQ001C Work with equity and diversity.

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for DEFGEN006 Work with equity and diversity

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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 one occasion and include:

- adjusting communication styles to reflect the equity and diversity in workplace
- applying cross cultural and interpersonal communication
- applying the guidelines related to unacceptable behaviour
- applying the principles of equity and diversity
- applying verbal and non-verbal communication techniques
- encouraging other team members and providing suggestions
- recognising differences in the workplace
- working in an acceptable and non-discriminatory way while establishing rapport and good working relationships with all colleagues
- writing to the level required to complete workplace forms and reports

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:

- composition of teams and roles and responsibility of team members
- equity and diversity principles and legislation
- non-operational and operational communication processes
- principles of team work and teams aims and objectives
- techniques for giving and receiving feedback in a constructive manner
- techniques for supporting others/team members
- unacceptable behaviour guidelines
- written communication to a level required to complete workplace forms and reports

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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