



**Australian Government**

# **DEFPSY001 Assist in the conduct of a psycho-social selection activity**

**Release: 1**

# **DEFPSY001 Assist in the conduct of a psycho-social selection activity**

## **Modification History**

Release 1. This is the first release of this unit of competency in the DEF Defence Training Package.

## **Application**

This unit specifies the skills and knowledge required to assist in a psychosocial selection activity within the Australian Defence Force.

It includes preparing for and supporting a selection activity, and performing postselection activity administration.

This unit applies to military personnel required to prepare and assist in Defence specialist psychosocial selection activities, and to complete post-activity administration

This unit applies to persons working as psychologists in Defence but may be applicable to anyone in this field of work.

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.

Persons undertaking this unit work in a broad range of contexts under limited supervision and perform a broad range of tasks.

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

## **Pre-requisite Unit**

Not applicable

## **Competency Field**

Psychological Support

## **Unit Sector**

Not applicable.

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes.

### PERFORMANCE CRITERIA

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

**1 Prepare for selection activity**

**1.1** Compile relevant psychosocial selection administrative documents

**1.2** Confirm bookings for facilities and other support arrangements

**1.3** Test selection activity equipment in accordance with administrative instruction

**2 Support a selection activity**

**2.1** Provide assistance to psychosocial selection activity exercises, as required

**2.2** Facilitate written or oral activities in accordance with activity requirements

**2.3** Monitor activity participants for safe behaviour during practical activities

**2.4** Provide advice to selection personnel about the conduct of the activity

**2.5** Provide feedback to psychologists on participant behaviour/demeanour

**2.6** Score psychosocial selection activities accurately

**3 Perform post-selection activity administration**

**3.1** Retrieve and store psychology documents in accordance with operational procedures

**3.2** Report selection activity outcomes to relevant stakeholders

**3.3** Undertake appropriate disposal of used scoring instruments in accordance with operational procedures

## 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 replaces and is equivalent to DEFPS001 Assist in the conduct of a psycho-social selection activity.

## 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 DEFPSY001 Assist in the conduct of a psycho-social selection activity

## Modification History

Release 1. This is the first release of this unit of competency in the DEF Defence Training Package.

## 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:

- applying relevant organisational policies and procedures
- communicating technical testing procedures to individuals or groups
- completing and reporting activity outcomes accurately, in accordance with relevant instructions
- coordinating testing groups efficiently and effectively
- facilitating selection activities in accordance with relevant instructions
- identifying an unsafe situation and taking immediate steps to maintain safety
- identifying psychosocial activity hazards, assessing risks and implementing control measures
- scoring activities accurately
- setting-up appropriate task equipment according to a specific layout
- solving problems.

## 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:

- administrative support requirements
- equipment and material requirements, including manufacturer specifications and instructions
- legislative requirements relating to collection, storage, disposal and release of psychological information
- privacy principles
- psychosocial behavioural norms relating to friendship, leadership, stress, hostility
- relevant organisational policies and procedures, including work/occupational health and safety (WHS) procedures
- reporting requirements relating to observed behaviour
- role of personnel participating in a selection activity
- scoring procedures for observation activities
- selection activity specifications and support requirements
- types of psychosocial selection activities.

## Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate 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 other simulations
- relevant and appropriate materials, tools, equipment and psychological documents currently used in Defence
- relevant documentation including operational procedures, regulations, codes of practice and operation manuals.

## Links

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