



**Australian Government**

# **Assessment Requirements for MSL916007 Manage and develop teams**

**Release: 1**

## Assessment Requirements for MSL916007 Manage and develop teams

### Modification History

| Release   | Comments                                                                                                                                                                                                                                 |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Release 1 | <p>This version was released in <i>MSL Laboratory Operations Training Package Release 2.0</i>.</p> <p>Supersedes and equivalent to MSL916002 Manage and develop teams. Range of conditions removed. Assessment requirements amended.</p> |

### Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and:

- planned and allocated work for a team of at least 3 people, that balances achievement of team goals and job requirements with team members' strengths and preferences
- measured, monitored and recorded the team and each individual's performance.

### Knowledge Evidence

There must be evidence the candidate has knowledge of:

- the organisational structure, layout of laboratory and workplace
- business goals, expected performance outcomes and key indicators
- operating budgets, available resources and plans for work area
- key principles of performance management systems
- workplace/statutory policies and procedures relating to access and equity, relevant sections of industrial awards and workplace bargaining agreements
- key principles of team dynamics, leadership and management
- interpersonal/communication strategies for a diverse workforce
- conflict resolution strategies and processes
- methods for promoting team cohesion
- methods for improving team and individual performance
  - improving team planning processes and utilising individuals' strengths
  - analysing barriers to team effectiveness and developing appropriate strategies to overcome them
  - monitoring individuals' outputs and providing constructive feedback
  - recording individual and team performance
- common communication issues within and between teams:

- unexpected changes to work priorities, schedules and rosters; and critical events on shift
- urgent or abnormal results that require attention
- problems with instruments, reagents, tests and sampling; and equipment and material shortages
- legal, ethical and work health and safety (WHS) requirements specific to the work task.

## Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions and contingencies. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
  - relevant WHS, equal opportunity, licensing, and registration policies and procedures
  - workplace procedures and standard operating procedures (SOPs)
  - industrial awards and workplace agreements
- modelling of industry operating conditions, including:
  - interactions with a laboratory work team.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

## Links

MSL Laboratory Operations Companion Volume Implementation Guide is available from VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa>