



Australian Government

MSS014004 Develop team strategies for more sustainable use of resources

Release: 1

MSS014004 Develop team strategies for more sustainable use of resources

Modification History

Not applicable.

Application

This unit of competency covers leading teams and developing strategies for more sustainable use of resources. The team may be in operations, an operational support function (e.g. maintenance, office or warehouse) or along the value chain (e.g. supplier of goods or services or a customer).

This unit applies inside organisations and their value chains. The unit has been developed with manufacturing operations as a focus. However, because of the range of organisations in a typical manufacturing value chain it may also be applied to other types of organisations.

This unit applies where a team leader needs to integrate a range of skills and knowledge covering process skills and knowledge and sustainability. The team leader must lead and assist team members to understand and apply a holistic view of their job and the team's role within the organisation and the objectives that the team must meet as part of the sustainability impacts made by the enterprise.

The unit scope includes products made or services offered, and use of sites by an organisation or manufacturing value chain member (e.g. supplier of goods or services or a customer).

Environmental sensitivities referred to in this unit are at the issue level. The technical measurement of operational performance or measurement of emissions or other environmental impact is not covered by this unit.

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

Pre-requisite Unit

Nil

Competency Field

Sustainable operations

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the Performance criteria describe the performance needed to

essential outcomes.		demonstrate achievement of the element.	
1	Facilitate the development of process and sustainability knowledge	1.1	Identify sustainability goals of enterprise as they relate to work area.
		1.2	Ensure capability of the team.
		1.3	Develop mentoring processes for team members in process and sustainability related skills.
		1.4	Structure team activities to facilitate the ongoing development of team members.
		1.5	Arrange for the development of competency by team members as required.
		1.6	Encourage team members to apply technical knowledge to the process.
2	Facilitate team improvements to sustainability	2.1	Ensure sustainability requirements, operating procedures and other relevant documents are available to the team.
		2.2	Assist team members apply relevant information to the sustainability requirements of the team.
		2.3	Encourage team members to identify sub-optimal sustainability performance and make improvement suggestions.
3	Resource a proactive approach to sustainability	3.1	Develop communications between specialists outside the team and team members.
		3.2	Develop strategies to monitor and deal with key sustainability issues in work area.
		3.3	Arrange for resources for team members to identify and take action on sustainability issues.
		3.4	Arrange workforce development for team members, as required, in proactive sustainability techniques.
4	Implement sustainability	4.1	Plan the implementation of team suggested and externally directed sustainability improvements.

improvements for work area

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| 4.2 | Facilitate team member commitment to and involvement in the implementation and monitoring of improvements. |
| 4.3 | Encourage the application of the Plan, Do, Check, Act (PDCA) approach to the job. |
| 4.4 | Arrange for workforce development as required to facilitate continued team involvement in sustainability improvement. |

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

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

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Capability of the team includes one or more of

- necessary technical knowledge and information about relevant processes and support functions
- sustainability related goals
- sustainability knowledge and skills.

Mentoring processes include one or more of

- mentoring applied by the team leader directly to team members
- mentoring arranged by the team leader to occur through other internal specialist employees
- buddy systems within the team where more experienced team members mentor newer team members
- external mentors and coaches.

Interactions with the environment include one or more of

- drawing physical resources from the environment
- releasing materials to the environment (e.g. emissions)
- drawing energy from/releasing energy to the environment.

Environmental

- fragile areas and rare or threatened species

sensitivities include one or more of

- heritage or cultural sensitivity issues
- hazardous emissions
- real or perceived over use of scarce resources
- noise
- regulated emissions or other regulatory issues
- community perceptions or other issues.

Sustainability improvements include reduction in use of one or more of

- energy
- water
- raw materials
- emissions
- embedded carbon in transport, storage, rework and errors, inefficient processes and design.

Sustainability related issues include one or more of

- current and future availability of raw materials
- current and future availability of energy
- extent and type of waste generation and disposal
- efficiency of process in terms of consumption of materials and energy regarded as in short supply or which are regarded as environmentally sensitive
- the extent to which the production process, product and waste affects the environment
- relationship with the local and broader community (e.g. effect of operations on aesthetic appearance, preservation of heritage, and proximity to schools and religious facilities)
- extent of regulatory oversight and extent and cost of compliance
- AS/NZS ISO 14001 Environmental Management Standards (or its authorised replacement or other relevant standard).

Procedures (written, verbal, visual, computer based, etc.) include one or any combination of

- work instructions
- standard operating procedures
- safe work method statements
- formulas/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant.

Team includes one or more of

- formally designated work teams from all sections of the organisation, including production, maintenance, technical, administration/finance, sales and marketing

- ad hoc, temporary or permanent teams/groups who are or should be working as a team.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSS014004A Develop team strategies for more sustainable use of resources.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998>

Assessment Requirements for MSS014004 Develop team strategies for more sustainable use of resources

Modification History

Not applicable.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include the ability, for one or more team, to:

- lead team effectively
- identify key features of current processes in work area
- analyse current team structure and practices for sustainability related implications
- plan, implement and monitor change at the team level.

Knowledge Evidence

Must provide evidence that demonstrates knowledge relevant to their job role sufficient to fulfil their job role independently, including:

- process skills and knowledge of team members
- procedures relevant to jobs and processes in work area
- methods of making/recommending improvements
- environmental impacts of materials and energy used/ emitted
- environmental sensitivities of all areas impacted by the work/process area (and related areas where impact spreads beyond immediate area, e.g. by loss of containment)
- root cause analysis and problem solving
- mitigation strategies as relevant to work/process area
- sustainability issues relevant to the work/process area
- standards and regulations relevant to work/process area.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence shall be based on a holistic assessment of the evidence.
- The collection of performance evidence is best done from a report and/or folio of evidence drawn from:
 - a single project which provides sufficient evidence of the requirements of all the elements and performance criteria
 - multiple smaller projects which together provide sufficient evidence of the requirements of all the elements and performance criteria.

- A third party report, or similar, may be needed to testify to the work done by the individual, particularly when the project has been done as part of a project team.
- Assessment should use a real project where strategies for more sustainable use of resources are developed within a team context in an operational workplace.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process such as workbooks, written assessments or interviews (provided a record is kept).
- 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.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
 - relevant VET or other qualification/Statement of Attainment AND/OR
 - relevant workplace experience
- Currency can be demonstrated through:
 - performing the competency being assessed as part of current employment OR
 - having consulted with an organisation providing relevant environmental monitoring, management or technology services about performing the competency being assessed within the last twelve months.

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