



Australian Government

MSS014017 Implement social sustainability in work practices

Release: 1

MSS014017 Implement social sustainability in work practices

Modification History

Release 1. Unit code changed. Application changed. Elements changed. Performance Criteria changed. Foundation Skills populated. Assessment Requirements changed. Supersedes and is not equivalent to MSS014014 Implement social sustainability in work practices.

Application

This unit describes the skills and knowledge required to identify and implement work practices within a work area or work group to support social sustainability and promote engagement with social sustainability within the organisation.

This unit applies to team leaders, supervisors, managers and others with authority to make changes in their own area of responsibility and who contribute to raising awareness and promoting change in other parts of the organisation.

This unit applies within any organisation.

No licensing or certification requirements exist at the time of publication. Relevant legislation, industry standards and codes of practice within Australia must be applied.

Pre-requisite Unit

Nil.

Competency Field

Sustainable operations

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. Investigate social sustainability issues and practices	1.1 Identify social sustainability issues that may relate to the work area or work group 1.2 Identify current and any emerging industry practices to address social sustainability issues 1.3 Identify legislative and regulatory requirements that relate to social sustainability issues and determine how they apply to the work area or work group 1.4 Identify voluntary codes and standards that relate to social

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
	sustainability issues 1.5 Collect and read information on systems, procedures and work practices that have social sustainability implications 1.6 Identify how the organisation's stated values, strategies and goals relate to social sustainability 1.7 Determine the relevance of the social sustainability issues and practices to the work area or work group
2.Determine social sustainability improvements	2.1 Identify stakeholders and their interest in social sustainability in the work area or work group 2.2 Facilitate activities to review current systems, procedures and work practices, and identify areas for improvement in social sustainability issues 2.3 Determine changes that are likely to achieve desired improvements 2.4 Evaluate the feasibility, benefits and costs of making the changes 2.5 Prioritise and negotiate agreement on changes to be made 2.6 Report suggestions for improvements that are beyond own area of responsibility to appropriate people
3. Implement and update changes	3.1 Source techniques and tools to assist in implementing the selected changes 3.2 Plan for budget, personnel, other resources and approvals requirements 3.3 Seek approval to make changes 3.4 Allocate tasks and responsibilities to team or work group members 3.5 Implement and update the approved changes 3.6 Monitor progress and implement strategies to address barriers and resistance to changes 3.7 Determine skill and/or other development needs of team in relation to changes and provide or initiate support
4. Analyse and interpret social sustainability data	4.1 Use predetermined social sustainability metrics to identify current performance and performance after changes 4.2 Read and interpret data to identify the implications for social sustainability activities 4.3 Document outcomes and communicate them to stakeholders

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
5. Promote engagement with social sustainability	5.1 Encourage equitable participation from all stakeholders 5.2 Use behaviours and work practices that support social sustainability in own work and communications 5.3 Encourage application of procedures that support engagement 5.4 Use change management strategies to promote change 5.5 Present accurate information targeted to stakeholder interests and needs 5.6 Identify achievements and promote them throughout the organisation

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

- Reading skills to read and interpret complex information to identify implications for social sustainability
- Writing skills to document outcomes and achievements
- Oral communication skills to facilitate stakeholder participation, promote awareness and change
- Numeracy skills to use metrics and interpret data related to social sustainability.

Other foundation skills essential to performance are explicit in the performance criteria of this unit.

Unit Mapping Information

Release 1. No equivalent unit.

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 MSS014017 Implement social sustainability in work practices

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Performance Evidence

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

- identify implications of at least 3 social sustainability issues for the organisation and/or work area or work group
- facilitate processes for planning, implementation and evaluation of at least one change to work practices to improve social sustainability.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- social sustainability issues that may relate to the work area or work group including at least 3 of the following:
 - human rights/exploitation in the supply chain
 - the impact of organisation's activities and products on health and wellbeing of people in local communities
 - impact of purchasing/procurement decisions on health and wellbeing of communities in the supply chain
 - community concerns and perceptions of organisation's activities
 - workplace policies and practices in relation to diversity, equity, participation, bullying, discrimination and harassment
- current and emerging industry practices relevant to social sustainability issues
- legislative and regulatory requirements that have social sustainability implications for the work area or work group
- voluntary codes and standards that have social sustainability implications
- organisation's processes for implementing initiatives, amending procedures, making recommendations and reporting
- factors that contribute to lack of engagement, discrimination and poor participation in the workplace and strategies to address them
- change management strategies
- possible skill and/or other development needs in relation to social sustainability and options to address them

- current and emerging approaches to quantifying and evaluating costs, benefits, impacts and risks in relation to social sustainability, including direct, indirect and intangible factors.

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
- modelling of industry operating conditions.

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

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