



Australian Government

PSPGEN073 Prepare for community engagement

Release: 1

PSPGEN073 Prepare for community engagement

Modification History

Release	Comments
1	This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PSPCOM501A Prepare for community engagement. • 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 identify and understand the various communities targeted to be involved in engagement activities or programs. It includes development of an analytical framework, defining and assessing the composition of the target community, identifying community cultural systems and protocols and building a community profile.

This unit applies to those working in a role where they identify communities to be involved in engagement activities.

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 autonomously in consultation with others, while performing complex tasks in a range of familiar contexts.

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

Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe	Performance criteria describe the performance needed to demonstrate

the essential outcomes	achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Develop an analytical framework	1.1 Identify the context within which community engagement may ethically be undertaken and the underpinning policy drivers. 1.2 Identify and consult key stakeholders to ensure the framework is culturally appropriate and addresses key community characteristics. 1.3 Define the task and objectives for the engagement program. 1.4 Allocate resources to implement the framework according to the requirements of the task and budgetary constraints. 1.5 Develop the framework to meet the requirement to assist in analysing and understanding the community.
2. Define the target community	2.1 Identify research techniques in accordance with community engagement information requirements and community preferences. 2.2 Gather and analyse information according to the requirements of the research strategy. 2.3 Define target community with sufficient breadth and depth to meet community engagement program requirements. 2.4 Conduct community research in a manner that builds community trust and confidence.
3. Assess community features	3.1 Acknowledge and respect community diversity. 3.2 Identify the community's formal and informal leadership structure, and acknowledge and adhere to protocols and cultural practices. 3.3 Detail community makeup and structures, and establish relationships through formal and informal community networks. 3.4 Identify barriers to involvement by the community in the engagement process, and develop strategies to address them. 3.5 Identify risks and issues in relation to engaging with the community, and develop strategies to address them.
4. Build a community profile	4.1 Conduct an environmental scan to examine potential impacts on community engagement. 4.2 Detail the composition of the community and its leadership structures. 4.3 Identify the community's formal and informal networks and its formal and informal cultural practices. 4.4 Detail barriers to community engagement and risks, including prior experiences, and recommendations for addressing them. 4.5 Validate profile with stakeholders.

Foundation Skills

Foundation skills are embedded within the elements and performance criteria of this unit.

Unit Mapping Information

This unit supersedes and is equivalent to PSPCOM501A Prepare for community engagement.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

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