



Australian Government

Assessment Requirements for PSPGEN117 Implement and manage diversity and inclusion strategies

Release: 1

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Modification History

Supersedes and is not equivalent to PSPMGT004 Manage diversity.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and on at least one occasion:

- design a diversity and inclusion strategy and explain the relationship of the strategy to organisational objectives and underpinning legislative requirements to stakeholders
- identify and address a barrier to an equitable outcome in the organisation
- communicate the same workplace change to two different audiences adjusting style, resources and strategies to meet the requirements of each.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- organisational policies and strategic goals for diversity and inclusion and the implications of these for current and future human resource management
- relationship between management of diversity, inclusive work practices and organisational effectiveness
- jurisdictional legislation and standards that underpin or impact on diversity and inclusion in the organisation
- key aspects of the legislation:
 - direct discrimination
 - indirect discrimination
 - grounds of discrimination
 - areas of discrimination
- key principles of:
 - inclusion
 - equal employment opportunity
 - access and equity
- aspects of diversity:
 - definitions
 - benefits
 - challenges
 - avoidance of bias in language
- how to identify and avoid bias in language and organisational communications

- organisational policies, practices and procedures including; reporting requirements and grievance procedures related to diversity and inclusion
 - evidence-based decision-making processes
- inclusive communication strategies including:
 - co-design
 - accessing information and participation of people with lived experience
 - using accessible language in communication.
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Assessment Conditions

Skills must be demonstrated in the workplace or in a simulated environment that reflects workplace conditions.

Assessment must ensure access to:

- information on diversity management in the context of organisational leadership and management and human resource functions.
- jurisdictional legislation and standards that underpin or impact on diversity and inclusion
- organisational policies, practices and procedures for diversity and inclusion.
- statistical reports used in the organisation for monitoring implementation of related policy.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

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