



Australian Government

Department of Education, Employment and Workplace Relations

PSPSCI502A Facilitate innovation and change through extension

Revision Number: 3

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Modification History

Release	TP Version	Comments
3	PSP12V1	Unit descriptor edited.
2	PSP04V4.2.	Layout adjusted. No changes to content.
1	PSP04V4.1	Primary release.

Unit Descriptor

This unit covers extension work at a broadly recognised level requiring considerable initiative and independent judgment within generally directed strategic programs. It includes determining extension objectives and methodologies, preparing for extension work, facilitating innovation and change, and monitoring and evaluating the adoption of innovation and change.

In practice, the facilitation of innovation and change through extension work overlaps with other generalist or specialist work activities such as acting ethically, providing leadership, coordinating resources, gathering and analysing information, working safely.

Application of the Unit

Not applicable.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements are the essential outcomes of the unit of competency. Together, performance criteria specify the requirements for competent performance. Text in ***bold italics*** is explained in the Range Statement following.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Determine extension objectives and methodologies	1.1 Required program outcomes are identified in accordance with organisational requirements. 1.2 Extension objectives are determined to meet organisational outcomes and client needs. 1.3 Leadership is provided to extension colleagues to influence and motivate their work in line with organisational requirements. 1.4 Research data is generated and interpreted, client target groups are identified and information is tailored for different target groups. 1.5 Dissemination methodology, techniques and strategies are evaluated and modified in accordance with type of research information and client needs/preferences. 1.6 Issues relating to intellectual property are identified and managed in accordance with organisational requirements.
2. Prepare for extension work	2.1 Industry networks are fostered and used to maintain and apply industry knowledge to encourage client decision making and the implementation of improved practices. 2.2 Change management approaches are developed in accordance with organisational policy and practices to assist clients to find their own solutions and to implement change. 2.3 Risks are identified and risk management strategies are determined and applied in accordance with change management strategies and organisational requirements. 2.4 Resources are <i>acquired</i> and managed and an extension strategy is developed in accordance with program responsibilities, extension objectives and organisational requirements.
3. Facilitate innovation and change	3.1 Information strategy is implemented and improvements are recommended to clients in accordance with organisational requirements. 3.2 Feedback from clients is used to identify problems and new issues, and further information/advice is provided in response to client needs. 3.3 Change management strategies are implemented, and solutions to problems are negotiated in accordance with organisational requirements. 3.4 Resistance to change is identified and strategies are modified to address resistance in accordance with organisational requirements.
4. Monitor and evaluate adoption of innovation and change	4.1 Change management strategies are monitored, results are analysed and contingencies managed in accordance with organisational requirements. 4.2 Outcomes are evaluated and reported against extension objectives and required program outcomes, and

ELEMENT**PERFORMANCE CRITERIA**

- recommendations are made for modification of future strategies.
- 4.3 Revised strategies are implemented and evaluated in accordance with organisational requirements for continuous improvement.
- 4.4 Outcomes with implications for organisational policy are identified and policy development is influenced in accordance with organisational requirements.

Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

Skill requirements

Look for evidence that confirms skills in:

- demonstrating leadership in the context of extension work
- using facilitation and presentation strategies/methods
- using a range of communication styles to suit different audiences and purposes
- responding to diversity, including gender and disability
- using problem solving to overcome resistance and develop professional relationships of trust
- reading and interpreting scientific research information, and designing materials using different media for different audiences
- applying information management strategies
- using technology for materials preparation and monitoring outcomes
- applying occupational health and safety and environmental requirements related to working in a scientific/technological research environment

Knowledge requirements

Look for evidence that confirms knowledge and understanding of:

- the industry (well-developed)
- advanced extension methodology
- principles of change management
- participatory processes in the context of extension activities
- group dynamics and group processes
- community development principles
- research principles and methodology
- evaluation processes relating to extension outcomes
- the scientific area (broad understanding)
- specialist area of expertise
- legislation, public sector standards and organisational code of practice as they relate to work in a scientific research/technological environment
- occupational health and safety, environmental protection and other public sector legislation

Evidence Guide

The Evidence Guide specifies the evidence required to demonstrate achievement in the unit of competency as a whole. It must be read in conjunction with the Unit descriptor, Performance Criteria, the Range Statement and the Assessment Guidelines for the Public Sector Training Package.

Units to be assessed together

- *Pre-requisite* units that must be achieved prior to this unit: *Nil*
- *Co-requisite* units that must be assessed with this unit: *Nil*
- *Co-assessed units* that may be assessed with this unit to increase the efficiency and realism of the assessment process include, but are not limited to:
 - PSPETHC501B Promote the values and ethos of public service
 - PSPGOV503B Coordinate resource allocation and usage
 - PSPGOV504B Undertake research and analysis
 - PSPGOV511A Provide leadership
 - PSPLEGN501B Promote compliance with legislation in the public sector
 - PSPOHS501A Monitor and maintain workplace safety

Overview of evidence requirements

In addition to integrated demonstration of the elements and their related performance criteria, look for evidence that confirms:

- the knowledge requirements of this unit
- the skill requirements of this unit
- application of the Employability Skills as they relate to this unit (see Employability Summaries in Qualifications Framework)
- outcomes of a range of (3 or more) extension activities such as high-level oral communication/negotiation and presentation, conducting field days, materials development to effect change at both individual and regional level (or outcomes over time of a single long-term extension activity)

Resources required to carry out assessment

These resources include:

- legislation, procedures, guidelines and protocols
- industry information
- risk management strategies for extension work
- case studies and workplace scenarios to capture a range of different extension experiences

Where and how to assess evidence

Valid assessment of this unit requires:

- a workplace environment or one that closely resembles normal work practice and replicates the range of conditions

likely to be encountered when facilitating innovation and change through extension, including coping with difficulties, irregularities and breakdowns in routine

- outcomes of a range of (3 or more) extension activities such as high-level oral communication/negotiation and presentation, conducting field days, materials development to effect change at both individual and regional level (or outcomes over time of a single long-term extension activity)

Assessment methods should reflect workplace demands, such as literacy, and the needs of particular groups, such as:

- people with disabilities
- people from culturally and linguistically diverse backgrounds
- Aboriginal and Torres Strait Islander people
- women
- young people
- older people
- people in rural and remote locations

Assessment methods suitable for valid and reliable assessment of this competency may include, but are not limited to, a combination of 2 or more of:

- case studies
- demonstration
- observation
- portfolios
- projects
- questioning
- scenarios
- simulation or role plays
- authenticated evidence from the workplace and/or training courses

For consistency of assessment

Evidence must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and apply the competency in different situations or environments

Range Statement

The Range Statement provides information about the context in which the unit of competency is carried out. The variables cater for differences between States and Territories and the Commonwealth, and between organisations and workplaces. They allow for different work requirements, work practices and knowledge. The Range Statement also provides a focus for assessment. It relates to the unit as a whole. Text in ***bold italics*** in the Performance Criteria is explained here.

<i>Objectives:</i>	• will typically relate to strategic industry development in a particular region/sector
<i>Client target groups</i> may include:	• industry and community groups • Local, State or Commonwealth government organisations • general public • farmers • agri-business
<i>Dissemination</i> may include:	• one-on-one discussion • telephone • on-site consultation • field days • field excursions • group processes • seminars • lectures • demonstrations • reports • journals • publications • publicity/media campaigns
<i>Demonstration of industry knowledge</i> may include:	• being published in peer reviewed publications
<i>Change management</i> may include:	• encouragement of change at local or regional level
<i>Risks:</i>	• may be high for individuals in the industry but generally moderate for the agency/industry sector
<i>Acquiring resources</i> may include:	• allocation from within the organisation • attracting funding from external sources
<i>Responsibilities</i> may include:	• sector-wide or strategic industry development • influence on new or emerging industry sectors

Advice may include:

- dealing with resistance to change
 - influence on industry sectors of moderate economic impact
 - strategic direction
 - productivity
 - efficiency
 - environmental sustainability
 - aspects of agriculture and agri-business:
 - crop
 - livestock
 - pasture production
 - marketing
 - feed, food and fibre processing
 - soil conservation
 - water conservation
 - irrigation
 - drainage
 - farm management
 - group management advice
 - community development advice
 - strategic planning advice
 - and may relate to deeper systems issues that may need to change
- Resistance to change** may be:
- moderate, with considerable initiative and independent judgment used to make decisions

Unit Sector(s)

Not applicable.

Competency field

Government Science & Technology.