



Australian Government

PUAEMR016 Facilitate community involvement in recovery

Release: 1

PUAEMR016 Facilitate community involvement in recovery

Modification History

Release 1. This is the first release of this unit of competency in the PUA Public Safety Training Package.

Application

This unit of competency involves the skills and knowledge required to support an affected community to develop a strategic approach to its recovery. Support may include strengthening ongoing community capacity; enhancing the social, economic, environmental and physical infrastructure of the community and resolving local and external issues hindering recovery.

The unit applies to personnel who work as managers in disaster recovery. It includes engaging with the community to enhance existing structures and networks, facilitating the community recovery committee's development of a strategic approach, facilitating the community's implementation of effective recovery strategies and facilitating sustainability of the community's recovery.

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

Pre-requisite Unit

Not applicable.

Competency Field

Emergency Management

Unit Sector

Not applicable

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

- 1 Engage community to enhance existing community structures and**

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1** Recovery plans and arrangements are implemented and manuals and contact lists are located

networks

- | | | |
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| | 1.2 | Key stakeholders and their potential interests, sensitivities, dependencies, roles and responsibilities are identified |
| | 1.3 | Community capacity is assessed and gaps are identified |
| | 1.4 | Gaps are addressed by developing and cultivating strategic relationships and building alliances with key individuals, groups and community leaders |
| | 1.5 | Networks, organisations and individuals are provided with opportunities to examine issues and concerns |
| | 1.6 | Opportunities are sought for involvement in community forums and decision making |
| | 1.7 | A variety of communication and consultation methods are identified and used to provide the community with information suitable to language, literacy and cultural needs |
| 2 Facilitate community recovery committee's development of a strategic approach | 2.1 | Support is provided to the community to establish governance structures, in accordance with organisational procedures |
| | 2.2 | Support is provided to the community with identification, assessment and prioritising of community needs and goals |
| | 2.3 | Guidance is provided for recovery strategies that will address the community's multiple concerns, needs and aspirations |
| | 2.4 | Support is provided to the community to gather and consider feedback |
| | 2.5 | Support is provided to the community to negotiate and select appropriate recovery strategies promoting community goals, plans and activities |
| | 2.6 | Support is provided to the community to identify and develop strategies and links for community action |
| | 2.7 | Support is provided to the community to review the community recovery committee's strategic approach |
| 3 Facilitate community's | 3.1 | Support is provided to the community by identifying and |

implementation of recovery strategies	mobilising existing resources
	3.2 Strategies are suggested for accessing additional resources, as required
	3.3 Resources are acquired using networks, as appropriate
	3.4 Support is provided by developing implementation plans with the community
	3.5 Support is provided to enable community based recovery activities
	3.6 Self-management strategies are employed to ensure own wellbeing
	3.7 Recovery strategies and activities, adequacy of resources and expenditure is monitored against implementation plans
	3.8 Variations to implementation plans are suggested to accommodate changed circumstances
	3.9 Ownership is promoted by informing stakeholders about recovery progress, specific activities and variations in recovery strategies and their implementation
	3.10 Recovery process, decisions taken and outcomes are documented accurately, in accordance with organisational procedures
4 Facilitate sustainability of the community's recovery	4.1 Recovery strategies are evaluated and recommendations are made for ongoing activities
	4.2 An agreed departure plan is developed with sufficient lead time, in accordance with organisational procedures
	4.3 Ongoing community capacity is secured by ensuring recovery plans are current, resources are adequate and structures are self sufficient
	4.4 Long term sustainability of the community is promoted
	4.5 Arrangements for transition to mainstream services and sources of indirect support are clearly communicated to all stakeholders
	4.6 Audit and reporting requirements are completed, in accordance with organisational procedures

Foundation Skills

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

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to PUAEMR016A Facilitate community involvement in recovery.

Links

PUA Training Package Companion Volume Implementation Guide is found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=3eca5672-6d5a-410b-8942-810d0ba05bbf>

Assessment Requirements for PUAEMR016 Facilitate community involvement in recovery

Modification History

Release 1. This is the first release of this unit of competency in the PUA Public Safety Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria on at least one occasion and includes

- acknowledging community issues and concerns
- advocating, negotiating, mediating and resolving conflict
- communicating with community members
- developing recovery strategies and arrangements
- empowering the community to achieve sustainable recovery
- engaging the community to enhance existing community structures and networks
- facilitating community recovery committee's development of a strategic approach
- facilitating sustainability of the community's recovery
- facilitating, leading and motivating stakeholders
- following organisational policies and procedures including Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements
- implementing recovery plans
- liaising, supporting and networking with service providers, agencies and organisations
- providing links to networks including expertise and resources.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria and includes knowledge of

- common emergency events with related impacts, recovery needs and issues
- legislative, regulatory frameworks and local, state and territory emergency management arrangements and recovery programs
- organisational documentation, policies and procedures including
 - arrangements specified in legislation or regulation
 - existing recovery plans, agreements or memoranda of understanding
 - local planning regulations, development controls and environmental plans
 - organisational or jurisdictional emergency recovery policies or procedures including media protocols
 - Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements

- including risk mitigation
- potential resources
- recovery plans and strategies including
 - access of recovery funds, assistance and resources
 - collection and analysis of information about impacts, needs and issues to inform recovery planning
 - consideration of locality development model
 - development of community infrastructure, programs and support
 - development of self-help processes
 - empowerment and ongoing support of new leaders
 - engaging non-represented individuals and groups
 - initiation of community action, community projects, community planning
 - keeping families intact
 - promotion and enhanced accessibility or relevance for existing services to a wider group of people
 - provision of information for the public and media
 - working within local frameworks including local councils, local organisations and business
- socio-economic groups with diverse needs, perspectives and cultural backgrounds
- stakeholders and networks
- structure, processes and characteristics of community based organisations

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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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.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment must include access to

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, equipment, tools and personal protective clothing and equipment currently used in industry
- applicable documentation including organisational procedures, industry standards, equipment specifications, regulations, codes of practice and operational manuals.

Links

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