



Australian Government

Assessment Requirements for PUATEA003

Lead, manage and develop teams

Release: 1

Assessment Requirements for PUATEA003 Lead, manage and develop teams

Modification History

Release 1. This is the first release of this unit of competency in the 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

- allocating tasks and activities
- applying conflict resolution and negotiation techniques
- applying Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements including recognising and managing hazards
- assessing team and individual training needs
- communicating organisational objectives and standards
- completing organisational documentation
- consulting team members developing and maintaining a team including creating productive work conditions
- displaying and using interpersonal skills including coaching and mentoring
- following organisational policies and procedures
- identifying and meeting organisational objectives and performance requirements
- leading and supervising individuals and teams including managing and improving the performance of teams and individuals
- managing team and individual difficulties to achieve positive outcomes
- providing constructive feedback and leadership to individuals and teams
- supporting and participating in development activities

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

- courses and opportunities for training and development
- industrial awards and agreements
- organisational documentation, policies and procedures
- organisational human resource and personnel practices and guidelines
- organisational training standards
- principles related to team operations, leadership and human resource management
- protocols and organisational standards, including legislative, related to work group activities

- roles and responsibilities of organisational personnel
- Work, Health and Safety (WHS)/Occupational Health and Safety (OHS) requirements including hazard identification and risk mitigation

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 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.

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.

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

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