



Australian Government

SFICPL408 Manage own professional performance

Release: 1

SFICPL408 Manage own professional performance

Modification History

Release	Comments
Release 1	This version released with SFI Seafood Industry Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to manage one's own professional performance in fisheries compliance.

The unit applies to individuals who work in a fisheries compliance monitoring role and are required to model high standards of personal performance, ethics and integrity. To maintain their performance, they self-assess against the standards and seek feedback to improve or maintain currency.

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

Pre-requisite Unit

Nil

Unit Sector

Compliance (CPL)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Model high standards of personal performance, ethics and integrity	1.1 Ensure own performance standards consistently serve as a role model for others 1.2 Display personal and professional integrity to engender confidence and respect 1.3 Demonstrate commitment to jurisdiction laws and organisation policy, procedures and objectives 1.4 Recognise breaches of organisational codes of ethics and practice,

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	and address or report in the required manner
2. Review and monitor own performance	2.1 Identify and acknowledge required personal and professional performance standards 2.2 Use self-assessment and reflection on practice to monitor performance against established standards and identify personal strengths and weaknesses 2.3 Seek and act upon appropriately formal and informal performance feedback 2.4 Carry out tasks to achieve outcomes and minimise resource usage
3. Develop and maintain ongoing personal competence	3.1 Maintain currency of relevant professional operational competencies 3.2 Identify, plan and implement personal development opportunities and self-improvement strategies, and evaluate results 3.3 Participate in professional associations as a professional development strategy 3.4 Identify new developments and trends in fishery compliance, and identify, acquire and apply the associated knowledge and skills
4. Manage personal work priorities	4.1 Prioritise and undertake jobs in accordance with team goals 4.2 Assess and organise competing demands within time constraints to achieve individual, team and organisational priorities 4.3 Balance operational and self-development needs within the work environment
5. Assist and support other personnel	5.1 Provide informative and constructive feedback to other personnel in a positive manner 5.2 Ensure interaction with others promotes a productive and harmonious work environment 5.3 Provide encouragement, support and advice to personnel, as required
6. Maintain physical and emotional health	6.1 Monitor and manage levels of personal physical and emotional health on a regular basis 6.2 Seek support, as required, to enable identification and implementation of positive alternatives to personal problems

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	Researches, analyses and evaluates information
Interact with others	- Selects and uses appropriate vocabulary, conventions and protocols, including technical language, in a broad range of interactions - Adapts communication style and content, including personal, social and cultural factors, to build rapport with others - Adjusts and moderates own behaviour in response to feedback
Get the work done	Reflects on outcomes and feedback from others in order to identify concepts and general principles of professional performance that may be applicable in new situations

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
SFICPL408 Manage own professional performance	SFICOMP414A Manage own professional performance	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=e31d8c6b-1608-4d77-9f71-9ee749456273>

Assessment Requirements for SFICPL408 Manage own professional performance

Modification History

Release	Comments
Release 1	This version released with SFI Seafood Industry Training Package Version 1.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has, on at least one occasion, participated in a professional performance review where they have provided evidence of the following:

- dealing with, and effectively responding to, at least one issue or event that challenges professional ethics
- reporting of breaches to appropriate authorities
- interacting professionally with colleagues and others
- maintaining consistently high levels of professional ethics and integrity in all work practices and dealings with the community
- maintaining consistently high levels of personal presentation, such as dress code, mannerisms and respectfulness
- maintaining personal health and stress at a level that will enable optimum operational performance
- planning and implementing personal improvement plans
- providing encouragement and support to others
- recognising, accurately assessing and acknowledging personal strengths and weaknesses
- seeking out and responding effectively to feedback related to personal performance.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- standards of professional behaviours for fishery officers, including:
 - acceptable and non-acceptable behaviour and practices
 - cultural awareness
 - professional integrity and behaviour
 - statements of values

- ethical and integrity issues confronting fisheries officers
- factors pertaining to fishery compliance roles that affect or impact upon personal health and stress
- internal procedures for dealing with breaches of professional ethics
- internal and external professional support and development mechanisms
- methods for assessing and reviewing personal performance, and planning and implementing effective personal improvement strategies
- fishery industry professional associations
- relevant agency codes of practice and ethics
- team dynamics and impacts on personal work performance.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - skills must be demonstrated in a fishery compliance workplace or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - documentation relating to an individual's performance
- specifications:
 - access to jurisdiction's policies and laws relating to fishery compliance
 - workplace policy and procedures and codes of ethics and practices relating to professional performance
- relationships:
 - evidence of interactions with other personnel/team members.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=e31d8c6b-1608-4d77-9f71-9ee749456273>