



Australian Government

SIFXIND004 Participate in industry networks

Release: 1

SIFXIND004 Participate in industry networks

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to identify, select, participate in and maintain networks according to work health and safety, relevant legislation and workplace policies and procedures. It applies to a wide range of staff within the funeral services industry.

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

Competency Field

Working in Industry

Unit Sector

Cross-Sector

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1. Identify and select appropriate networks.

2. Participate in relevant networks.

3. Maintain networks.

PERFORMANCE CRITERIA

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

- 1.1 Prioritise workplace networking requirements.
- 1.2 Select formal and informal networks relevant to workplace requirements.

- 2.1 Participate in and contribute to networks according to workplace policies and procedures.
- 2.2 Use effective communication techniques to participate in workplace networks.
- 2.3 Access information and other support that can be provided by network.
- 2.4 Communicate outcomes of network participation to relevant workplace staff and other personnel as required.

- 3.1 Maintain networks according to workplace policies and

procedures.

3.2 Follow communication protocols between different networks and network participants.

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

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

Unit Mapping Information

SIFIND003A Participate in industry networks.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c2c3131e-4418-4aa3-8ff1-a855c95f7fd6>

Assessment Requirements for SIFXIND004 Participate in industry networks

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to:

- select and participate in and maintain at least two different funeral industry networks that are relevant to and support the workplace and specific job role according to time and resource constraints
- communicate the utility of network participation to relevant workplace personnel
- develop strategies to maintain networking activities.

Knowledge Evidence

Demonstrated knowledge of:

- purpose and benefits of participation in industry networks, including but not restricted to:
 - expanding workplace business network
 - learning about roles, services and resources of other workplaces
 - learning about roles and resources of other workers
 - providing advice and information about own workplace services, roles and resources
 - peer support and review
 - professional development
 - maintaining coordination among different workers and workplaces
 - supporting joint programs or activities
 - providing information for policy development
- formal and informal networks relevant to funeral services industry, including:
 - interest and support groups
 - regional, specialist and peak associations
 - professional bodies and associations
 - care agencies and hospitals
 - other workers, particularly those in funeral services industry
 - contacts in policy and funding bodies
- workplace policies and procedures, in regard to industry networks, including but not restricted to:
 - codes of behaviour
 - time constraints
 - resource constraints

- use of individual expertise
- range of resources that may be used to develop knowledge on funeral services industry, including;
 - media
 - unions
 - industry associations
 - industry publications
 - internet
 - colleagues
 - supervisors and managers
 - industry contacts
 - mentors and advisers
- effective communication strategies for developing and maintaining industry networks.

Assessment Conditions

Skills must be demonstrated in funeral services workplace:

- using suitable equipment and resources, including:
 - computers, communication technology and software programs to support networking
 - sources of industry information
- under industry conditions where there is:
 - interaction with industry networks

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c2c3131e-4418-4aa3-8ff1-a855c95f7fd6>