



**Australian Government**

# **Assessment Requirements for TLIG3002 Lead a work team or group**

**Release: 1**

# Assessment Requirements for TLIG3002 Lead a work team or group

## Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

## Performance Evidence

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

- applying precautions and required action to minimise, control or eliminate identified hazards
- applying relevant legislation and workplace procedures
- communicating effectively with others
- completing relevant documentation
- identifying and recommending improvements to services, resource allocation and use
- leading and encouraging team members
- modifying team activities depending on operational contingencies, risk situations and environments
- monitoring and prioritising team activities in terms of planned schedule
- negotiating and working effectively with team members
- operating electronic communications equipment to required protocol
- planning team activities, including predicting consequences and identifying improvements
- reading, interpreting and following relevant instructions, procedures
- selecting and appropriately applying technology, information systems and procedures to complete workplace tasks.

## Knowledge Evidence

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

- coaching and mentoring approaches
- principles, duty of care and obligations within the chain of responsibility in the transport industry
- relevant work health and safety (WHS)/occupational health and safety (OHS) and environmental protection policies and procedures
- relevant regulatory and codes of practice requirements
- strategies to implement continuous improvement processes
- techniques to encourage appropriate participation of team/group members
- typical problems that can occur when leading a work team and related appropriate action that can be taken
- workplace policies and plans including procedures for training and development
- workplace protocols and procedures for leading work teams.

## 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 include:

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

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>