



Australian Government

TLIP4002 Facilitate and capitalise on change in the workplace

Release: 1

TLIP4002 Facilitate and capitalise on change in the workplace

Modification History

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

Application

This unit involves the skills and knowledge required to facilitate and capitalise on change within the workplace.

It includes participating in planning for the introduction of change, developing creative and flexible approaches to solutions to change-related problems, and managing emerging challenges and opportunities in the workplace.

Work is performed under limited or minimum supervision with general guidance on progress and outcomes. It involves discretion and judgement for self and others in facilitating and capitalising on change and innovation in the workplace.

Work involves responsibility for facilitating change in the workplace and leading others individually or in teams.

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

Pre-requisite Unit

Not applicable.

Competency Field

P – Administration and Finance

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Participate in planning the introduction of change

PERFORMANCE CRITERIA

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

1.1 Opportunities are taken to respond to the changing needs of customers and the organisation

1.2 Effective contributions are made to the organisation's

planning processes to introduce change

1.3 Plans to introduce change are made in consultation with relevant individuals/groups

1.4 Organisation objectives and plans to introduce change are explained clearly to individuals/teams

2 Develop creative and flexible approaches to solutions

2.1 Alternative approaches to managing workplace issues and problems are identified and analysed

2.2 Risks are assessed and action is taken to achieve a recognised benefit or advantage to the organisation

2.3 Workplace is managed in a way that promotes the development of innovative approaches and outcomes

2.4 Creative and responsive approaches to resource management are initiated to improve productivity and/or reduces costs in a competitive environment

3 Manage emerging challenges and opportunities

3.1 Individuals/teams are encouraged and supported to respond effectively and efficiently to changes in organisation goals, plans and priorities

3.2 Coaching and mentoring are used to assist individuals/teams to develop competencies to handle change efficiently and effectively

3.3 Individuals/teams are kept informed of progress in the implementation of change

3.4 Recommendations for improving the methods/techniques to manage change are negotiated with designated persons/groups

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 can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIP4002A Facilitate and capitalise on change in the workplace.

Links

Companion Volume implementation guides are found in VETNet -

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