Modification history

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

SFICPL414	Manage own professional performance
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 occupational licensing, legislative or certification requirements apply to this unit at the time of publication.
Prerequisite Unit	Nil
Unit Sector	Compliance (CPL)

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

Elements	Performance Criteria
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
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	• Research, analyse and evaluate information
Interact with others	• Select and use appropriate vocabulary, conventions and protocols, including technical language, in a broad range of interactions • Adapt communication style and content, including personal, social and cultural factors, to build rapport with others • Adjust and moderate own behaviour in response to feedback
Get the work done	• Reflect 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
SFICPL414 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.education.gov.au/Pages/TrainingDocs.aspx?q=e31d8c6b-1608-4d77-9f71-9ee749456273

TITLE	Assessment requirements for SFICPL414 Manage own professional performance

Performance Evidence

An individual demonstrating competency must satisfy all the elements and performance criteria of this unit. There must be evidence that the individual has 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 fishery 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 this unit of competency 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
    - 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.

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