



UEP06
Electricity Supply Industry – Generation Sector
Training Package

Volume 2 – Part 2.3
Key Competencies

Volume 2 of 2

Electricity Supply Industry – Generation Sector Training Package UEP06

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2.3.1 Key Competencies

All Training Packages require the integration of Key Competencies either in each unit of competency, or across a qualification, depending on industry needs and preferences.

The Key Competencies were first defined in 1992 in the project report, Putting General Education to Work: The Key Competencies Report (Mayer Committee 1992). The skills and knowledge they describe are essential for effective workplace participation and involve the sorts of capabilities commonly used by employers as selection criteria. They underpin the ability of employees to adapt to technological, organisational, societal and functional change.

The Key Competencies are generic, in that they apply to work in general, rather than to particular occupations or industries. They focus on the application of knowledge and skills in an integrated way in workplace situations.

A working example of how to use the key competencies in the ElectroComms and EnergyUtilities Industry has been developed by TAFE South Australia and has been included in this section for interested practitioners.

The seven Key Competencies are:

1 Collecting, analysing and organising information

The capacity to locate information, sift and sort information in order to select what is required and present it in a useful way and evaluate both the information itself and the source and methods used to obtain it.

2 Communicating ideas and information

The capacity to communicate effectively with others using the range of spoken, written, graphic and other non-verbal means of expression.

3 Planning and organising activities

The capacity to plan and organise one's own work activities, including making good use of time and resources, sorting out priorities and monitoring one's own performance.

4 Working with others and in teams

The capacity to interact effectively with other people both on a one-to-one basis and in groups including understanding and responding to the needs of a client and working effectively as a member of a team to achieve a shared goal.

5 Using mathematical ideas and techniques

The capacity to use mathematical ideas such as number and space, and techniques such as estimation and approximation for practical purposes.

6 Solving problems

The capacity to apply problem-solving strategies in purposeful ways, both in situations where the problem and the desired solution are clearly evident and in situations requiring critical thinking and a creative approach to achieve an outcome.

7 Using technology

The capacity to apply technology combining the physical and sensory skills needed to operate equipment with the understanding of scientific and technological principles needed to explore and adapt systems.

2.3.2 Performance Levels

Performance Level 1

Competence needed to undertake activities efficiently and with sufficient self-management to meet the explicit requirements of the activity and to make judgments about quality of outcome against established criteria.

Performance Level 2

Competence needed to manage activities requiring the selection, application and integration of a number of elements and to select from established criteria to judge quality of process and outcome.

Performance Level 3

Competence needed to evaluate and reshape processes, to establish and use principles in order to determine appropriate ways of approaching activities, and to establish criteria for judging quality of process and outcome.

2.3.3 Working Example of Key Competencies

A working model of key competencies has been developed by TAFE South Australia. It provides, free of charge, on-line resource materials and tools. The online website called “LINKup Key Competencies” is designed for students, trainers, teachers, employers and anyone with a serious interest in practically assessing and nurturing the development of their own, or others’, Key Competencies. Part of the site is built to entertain and made suitable for general interest and simple exploration of Key Competencies or Generic Skills. The remainder of the site is very comprehensive and suited to people with a serious interest in practical implementation of Key Competencies assessment and development.

The innovative website offers a comprehensive, proven practical way to assess and improve Key Competencies. It is based on 13 years of action research and development, has achieved national and international acclaim, is used by students, trainers, teachers and employers.

It covers four key areas:

1. Discover

This section provides an opportunity to just explore what Key Competencies are about.

2. Investigate

This section provides numerous resources to inform about the LINKup assessment process called '*Validated Self Assessment*'. This process is designed to give formal recognition for Key Competencies AND to help people improve these important personal skills.

3. Try

After 'Investigating' LINKup, individuals have a chance to try 'first-hand' a LINKup Key Competencies Assessment (via an online simulation) and to check their understanding of the 'Validated Self Assessment' process (via a short multiple-choice quiz). This also allows them to Register for free access to the complete package of LINKup resources.

4. Reflect

This section provides individuals with an opportunity to reflect on how LINKup could help them. Also, for educators or trainers it offers some suggestions on different ways to implement LINKup in training programs and for employers there are some suggestions for incorporating this strategy into Performance Management for all staff.

Resources

ALL LINKup resources are available FREE of charge upon successful registration. These can be accessed directly from the homepage via the 'resources' link.

Resources are listed in the following categories:

- **Online Resources**
 - Validated Self Assessment Sheets (including NEW interactive versions!)
 - Key Competencies Assessment (for Everyone)
 - Implementing Key Competencies Assessment (for Trainers)
- **Research Documents**
 - Key Competencies Assessment at Torrens Valley TAFE
 - Stories from the field
- **Complete Resource Pack**
 - Download ALL the LINKup resources in one convenient Pack

The website address is: <http://www.tvtafe.sa.edu.au/linkup/>