Modification history

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| Release | Comments |
| Release 1 | This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 3.0. |

| FBPVIT3xxX | Coordinate vineyard operations |
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| Application | This unit of competency describes the skills and knowledge required to coordinate vineyard operations in a range of day-to-day activities in areas such as harvesting, nursery, pruning or canopy management.  The unit applies to individuals who coordinate operations within a vineyard. They work under broad direction and exercise autonomy and judgement where required.  All work must be carried out to comply with workplace procedures, in accordance with State/Territory work health and safety, and food safety regulations, legislation and standards that apply to the workplace.  No occupational licensing, legislative or certification requirements apply to this unit at the time of publication. |
| Prerequisite Unit | Nil |
| Unit Sector | Viticulture (VIT) |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1. Prepare to coordinate vineyard activities | 1.1 Interpret and confirm job requirements  1.2 Confirm environmental guidelines and identify potential workplace health and safety hazards and controls according to workplace procedures  1.3 Select and fit personal protective equipment according to the job requirements  1.4 Identify and clarify activity goals and job requirements with supervisor  1.5 Ensure appropriate personnel required are available  1.6 Ensure materials and equipment are available and ready |
| 2. Coordinate vineyard activities | 2.1 Confirm work targets, timelines and processes to achieve activity goals and job requirements  2.2 Allocate individual work tasks and roles to ensure activity goals and job requirements are met  2.3 Instruct workers and contractors according to workplace procedures  2.4 Monitor activities to ensure quality, timelines and job requirements are maintained according to workplace procedures  2.6 Identify and address barriers to achieving targets and job requirements |
| 3. Complete coordination of vineyard activities | 3.1 Monitor activities to ensure compliance with relevant workplace procedures on completion, shutdown and waste disposal  3.2 Debrief personnel according to workplace procedures  3.3 Record workplace information according to workplace procedures |

| 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. | |
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| Skill | Description |
| Reading | * Comprehend information from a variety of workplace documents |
| Writing | * Record workplace information in required format |
| Oral Communication | * Converse clearly with workplace personnel to confirm job requirements, monitor activities and provide feedback on performance of daily tasks |
| Numeracy | * Timetable and schedule vineyard work tasks according to required timeframes |
| Navigate the world of work | * Apply workplace procedures and legislative requirements relevant to own role |
| Interact with others | * Use required communication mode to report operational information to relevant personnel |
| Get the work done | * Identify and solve problems by referring to workplace procedures * Plan and organise tasks to achieve job requirements |

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| Unit Mapping Information | | | |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| FBPVIT3XXX Coordinate vineyard operations | FDFWGG3002A Coordinate canopy management activities | Redesigned unit that includes content from the previous unit | No equivalent unit |
| FDFWGG3003A Coordinate crop harvesting activities | Redesigned unit that includes content from the previous unit | No equivalent unit |
| FDFWGG3004A Coordinate nursery activities | Redesigned unit that includes content from the previous unit | No equivalent unit |
| FDFWGG3006A Coordinate hand pruning activities | Redesigned unit that includes content from the previous unit | No equivalent unit |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet:  https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4 |

| TITLE | Assessment requirements for FBPVIT3XXX Coordinate vineyard operations |
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| Performance Evidence | |
| An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.  There must be evidence that the individual has effectively coordinated operations in a vineyard involving day-to-day activities in areas of harvesting, nursery, pruning or canopy management and demonstrated the following:   * complying with workplace health and safety requirements * selecting and fitting personal protective equipment * determining activities required of the vineyard processes and individuals in order to meet job targets * allocating activities and monitoring their implementation * providing team leadership and instruction for vineyard personnel * identifying and addressing non-conformances * completing workplace records. | |

| Knowledge Evidence |
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| 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:   * workplace planning processes: * planning and scheduling vineyard activities * personnel requirements: * equipment and materials required * location * transport * timing * environmental conditions * other vineyard activities * quality and quantity requirements * vineyard workplace health and safety hazards and controls * vineyard environmental issues and controls * team leadership communication principles and strategies * procedures for monitoring and reporting on individual and team performance * monitoring vineyard activities: * compliance with workplace, environmental and quality procedures * individual and team performance * achievement of targets, timelines and performance requirements * team members’ learning needs * instructing individuals and groups * providing feedback to individuals and groups * resolving conflicts * recognising, correcting and reporting non-conformances * maintaining workplace records. |

| Assessment Conditions |
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| Assessment of skills must take place under the following conditions:   * physical conditions: * a vineyard workplace or an environment that accurately represents workplace conditions * resources, equipment and materials: * personal protective equipment * vineyard equipment, services and corresponding information * products and materials required for vineyard work * system for recording requirements and procedures * specifications: * work procedures, including advice on company practices, safe work practices, people management, quality and environmental requirements * instructions, information, specifications and schedules * relationships (internal and/or external): * small work groups or teams to coordinate.   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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