

Modification history

Release	Comments
Release 2	This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 5.0.
Release 1	Initial release

AHCNSY304	Deliver and promote sales of plants
Application	<p>This unit of competency describes the skills and knowledge required to prepare, transport and deliver plants to retail outlets and other nurseries, maintain off-site promotional displays, and promote sales.</p> <p>The unit applies to individuals who deliver and promote sales of plants and under broad direction take responsibility for their own work and for the quality of the work of others.</p> <p>No licensing, legislative or certification requirements apply to this unit at the time of publication.</p>
Prerequisite Unit	Nil
Unit Sector	Nursery (NSY)

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare to provide marketing support	1.1 Identify product and client list, delivery schedule and transport vehicle 1.2 Identify potential hazards and risks and implement safe working practices to manage risks 1.3 Select required tools, equipment and machinery for delivery requirements and check for safe operation 1.4 Select, fit, use and maintain personal protective equipment applicable to the task 1.5 Select, prepare and load plants identified in orders, sample specifications and delivery schedule
2. Deliver plants	2.1 Maintain stock 2.2 Update and maintain current stock lists 2.3 Maintain regular delivery service 2.4 Supply clients with information about stock availability on request 2.5 Complete delivery documentation according to workplace procedures
3. Maintain off-site displays	3.1 Check off-site product displays regularly 3.2 Maintain displays 3.3 Provide marketing support according to workplace procedures
4. Promote sales	4.1 Inform retailers of available promotional literature with particular stock lines 4.2 Dispatch regular sales memos 4.3 Prepare seasonal promotion advanced lists 4.4 Complete sales, promotional and marketing documentation according to workplace procedures

Foundation Skills	
<i>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.</i>	
Skill	Description
Reading	<ul style="list-style-type: none"> Interpret textual information from a range of sources to identify relevant and key information about workplace operations
Writing	<ul style="list-style-type: none"> Use clear language, accurate industry terminology and logical structure to complete delivery, sales, promotional and marketing documentation, sales memos and seasonal promotion advanced lists
Oral communication	<ul style="list-style-type: none"> Use clear language with clients and retailers to provide information on stock availability and promotions
Numeracy skills	<ul style="list-style-type: none"> calculated and matched plant quantities to identified orders, sample specifications and delivery schedule

Unit Mapping Information			
Code and title current version	Code and title previous version	Comments	Equivalence status
AHCNSY304 Deliver and promote sales of plants Release 2	AHCNSY304 Deliver and promote sales of plants Release 1	Performance criteria clarified Foundation skills added Assessment requirements updated	Equivalent unit

Links
Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

TITLE	Assessment requirements for AHCNSY304 Deliver and promote sales of plants
Performance Evidence	
<p>An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that the individual has delivered and promoted sales of plants on at least three occasions and has:</p> <p>applied workplace health and safety requirements</p> <ul style="list-style-type: none"> • communicated with clients and retailers • coordinated own activities to deliver and maintain plant orders • estimated treatment and product requirements, material sizes and quantities • interpreted and applied delivery schedules and marketing plans • maintained mobile and remote displays and samples • provided marketing support • completed delivery, sales, promotional and marketing documentation. 	
Knowledge Evidence	
<p>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:</p> <ul style="list-style-type: none"> • workplace requirements applicable to health and safety in the workplace for delivery and promoting sales of plants • the principles and practices of delivering and promoting plants, including: <ul style="list-style-type: none"> • botanical, common and trade names, growth habits, and presentation requirements for display of plants • industry labelling standards and methods • practical understanding of the range of plants available from the workplace • standards and methods for the preparation and dispatch of promotional literature and lists for seasonal promotions • standards and methods of packaging, and delivery of plant orders, samples and displays. 	
Assessment Conditions	
<p>Assessment of skills must take place under the following conditions:</p> <ul style="list-style-type: none"> • physical conditions: <ul style="list-style-type: none"> • a workplace setting or an environment that accurately represents workplace conditions • resources, equipment and materials: <ul style="list-style-type: none"> • plants • product and client list and delivery schedule • promotional material • delivery tools, equipment and machinery, and transport vehicle • personal protective equipment applicable to delivery and promoting sales of plants • specifications: <ul style="list-style-type: none"> • workplace requirements applicable to health and safety in the workplace for delivery and promoting sales of plants • relationships: <ul style="list-style-type: none"> • clients, retailers • timeframes: <ul style="list-style-type: none"> • according to job requirements. <p>Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.</p>	
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