

BSBWOR502 LEAD AND MANAGE TEAM EFFECTIVENESS

Practical Task 1		
Description of task: A suitable observer is to verify the participant's ability to lead teams in the workplace and to actively engage with the management of the organisation.	These tasks may be simulated or real. The participant is to gather evidence of how they have completed each component of the Practical Task, which is to be submitted with this Practical Assessment sheet. The observer is to provide detailed comments on the tasks completed by the participant. The assessor is to verify the observer's comments in the Assessor Comments section, and provide the Practical Assessment outcome on the front cover of this document.	
Resources required: Project documentation, Office equipment and resources.		
Assessment of task		
Name of participant:	Jackson Wilson	
Name of observer:	David Hudd	
Role of observer (Confirm suitability to sign)	Director	
Email address of observer	dave@rhbs.net.au	
Signature of observer:		
Date:	23/08/2021	
When completing the task, did the participant:		
1 Establish team performance plan		
1.1A. Consult team members to establish a common understanding of team purpose, roles, responsibilities and accountabilities in accordance with organisational goals, plans and objectives.	☒	Tick if satisfactorily completed. Provide comments if left unticked.
1.1B. Develop performance plans to establish expected outcomes, outputs, key performance indicators (KPIs) and goals for work team.	☒	
1.1C. Support team members in meeting expected performance outcomes.	☒	
2 Develop and facilitate team cohesion		
1.2A. Develop strategies to ensure team members have input into planning, decision making and operational aspects of work team.	☒	
1.2B. Develop policies and procedures to ensure team members take responsibility for own work and assist others to undertake required roles and responsibilities.	☒	
1.2C. Provide feedback to team members to encourage, value and reward individual and team efforts and contributions.	☒	
1.2D. Develop processes to ensure that issues, concerns and problems identified by team members are recognised and addressed.	☒	