Title	Lead aspects of a project(s) under broad guidance
Level	4	Credits	10

Purpose	People credited with this unit standard are able to lead aspects of a project(s) under broad guidance. This unit standard has been developed primarily for assessment within programmes leading to the outcomes of the New Zealand Certificate in Project Management (Level 4) [Ref: 2462].

Classification	Business Operations and Development > Project Management

Available grade	Achieved

Guidance Information

1   Assessment must be conducted in real business context(s) or based on scenario(s) which must reflect the requirements and practicalities for conducting business in Aotearoa New Zealand.

These *requirements and practicalities* must include meeting the requirements of all relevant legislation and should address such areas as the real business or scenario-based context's:
- purpose and goals/objectives;
- future development;
- external operating environment,
- internal processes, accountabilities, and relationships.

The requirements and practicalities of the context(s) provide evidence for this unit standard.

The real business or scenario-based context(s) and their requirements and practicalities must be sufficiently complex to enable demonstration of the full range of competence for achievement of the outcome.

2   Personal and interpersonal skills and behaviours have been included in this standard as performance criteria. These skills and behaviours must not be addressed separately, but as part of an integrated assessment with the technical skills.

3   Assessment evidence for this unit standard can be sourced from more than one project but requires that each project's objective must be achieved.

4 Definitions

All Project Management terms used in this standard can be found and defined at: www.pmi.org.

Behaviour refers to:
- for *professional*: attitudes, qualities and behaviours;
- for *ethical*: widely accepted standards relating to compliance with the law, being honest in dealings, and showing respect for individuals, contracts, societal standards and institutions; *ethical* includes the provisions of the Project Management Institute's Code of Ethics, available at: www.pmi.org/about/ethics/code;
- for *socially*: environmental, community and sustainability expectations;
- for *culturally*: interpretations wider than just ethnicity.

Leading aspects of a project refers to leadership of parts of the project agreed with the project manager or supervisor.

A *project* refers to a temporary group activity designed to produce a discrete product, service, or result.

Project management refers to the application of specialist knowledge, skills, tools and techniques to project activities to meet the project requirements.

A *team* refers to any temporary or permanent group of at least three people with a shared purpose or objective. For this unit standard, the team does not require formal structures or reporting processes.

Under broad guidance refers to the candidate operating independently but under the general oversight of, and in accordance with the general advice of, the project manager or supervisor, who will intervene only when necessary for the efficient and effective operation of the project. The candidate remains responsible and accountable for their own performance.

Outcomes and performance criteria

Outcome 1

Lead aspects of a project(s) under broad guidance.

Performance criteria

1.1 Own delegated leadership role and responsibility in the project are agreed with the project manager.

1.2 The objectives for the team are stated clearly and concisely.

1.3 Determination of solutions for operational issues in a project(s) is enabled by leadership of the team.

1.4 Relationships with team members and stakeholders are developed through communication.

Range communication – written, and oral with both internal, and external stakeholders to the context.

1.5   Contribution to the project's performance is achieved through self-management.

        Range   self-management includes being proactive and may include – time-management, goal setting, prioritisation, consultation, reliability, task follow-up, self-assessment/reflection on performance, managing progress.

1.6   Professional, ethical, and socially and culturally appropriate behaviour is demonstrated.

1.7   Team achievement of the objective(s) is confirmed by project manager.

1.8   Own and team performance are evaluated in relation to achievement of the objective(s).

Replacement information	This unit standard replaced unit standard 21335.

Planned review date	31 December 2027

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	20 July 2017	31 December 2024
Revision	2	28 January 2021	31 December 2024
Review	3	26 January 2023	N/A

Consent and Moderation Requirements (CMR) reference	0113

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

Comments on this unit standard

Please contact Ringa Hora Services Workforce Development Council qualifications@ringahora.nz if you wish to suggest changes to the content of this unit standard.