

## **BSBINN301A: Promote innovation in a team environment**

### **Description**

The unit describes the performance outcomes, skills and knowledge required to be an effective and pro active member of an innovative team. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

<b>Element</b>	<b>Performance criteria</b>
1. Create opportunities to maximise innovation within the team	1.1 Evaluate and reflect on <b><i>what the team needs and wants to achieve</i></b>
	1.2 Check out <b><i>information about current or potential team members' work</i></b> in the context of developing a more innovative team
	1.3 Bring people into the team or make suggestions for team members based on what needs to be achieved and the potential for cross-fertilising ideas
	1.4 Acknowledge, respect and discuss the <b><i>different ways that different people may contribute</i></b> to building or enhancing the team
2. Organise and agree effective ways of working	2.1 Jointly establish <b><i>ground rules</i></b> for how the team will operate
	2.2 Agree and communicate responsibilities in ways that encourage and reinforce <b><i>team-based innovation</i></b>
	2.3 Agree and share tasks and activities to ensure the best use of skills and abilities within the team
	2.4 Plan and schedule activities to allow time for thinking, challenging and collaboration
	2.5 Establish personal regard and stimulation as an integral part of the team's way of working
3. Support and guide colleagues	3.1 Model <b><i>behaviour that supports innovation</i></b>
	3.2 Seek <b><i>external stimuli and ideas</i></b> to feed into team activities
	3.3 Pro-actively share information, knowledge and experiences with other team members
	3.4 Challenge and test ideas within the team in a positive and collaborative way
	3.5 Pro-actively discuss and explore ideas with other team members on an ongoing basis
4. Reflect on how the team is working	4.1 De-brief and reflect on activities and on opportunities for improvement and innovation
	4.2 Gather and use feedback from within and outside the team to generate discussion and debate
	4.3 Discuss the <b><i>challenges of being innovative</i></b> in a constructive and open way
	4.4 Take ideas for improvement, build them into future activities and communicate key issues to relevant colleagues
	4.5 Identify, promote and celebrate successes and examples of successful innovation

## **Skills and Knowledge**

### ***Required skills***

- Communication skills to work collaboratively as part of a team, to provide guidance and support to others, and to participate in open and constructive discussions
- Creative thinking skills to generate, explore, test and challenge ideas
- Learning skills to stretch boundaries of own knowledge and skills
- Literacy skills to analyse a wide range of information from varied sources
- Planning and organisational skills to participate in the effective allocation of work in a team context
- Problem-solving skills to work constructively to overcome issues and challenges of both a practical and conceptual nature and to make ideas become realities
- Self-management skills to take a pro-active team role and to reflect on own performance in modelling and encouraging behaviour that supports innovation.

### ***Required knowledge***

- Barriers to innovation that can occur within a team and broader barriers that sometimes hinder innovation
- Broad concepts of innovation including what innovation is, different types of innovation and the benefits of innovation
- Characteristics of teams that are more likely to be innovative and characteristics of broader environments that support and encourage innovation
- Different roles that people may play within a team, how this impacts on the way a team works and what it might achieve
- Group dynamics in a team.

### ***Overview of assessment***

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- Active participation in a team where the team takes a pro-active and considered approach to innovation and innovative practice
- Collaborative and open communication within the team
- Knowledge and understanding of the internal and external factors that contribute to a team becoming and remaining innovative.