

Golf Course Greenkeeper

UNIT 3

Maintain and develop personal performance

Overview

The aim of this unit is to provide the learner with the knowledge, understanding and skills to be able to agree and develop their own personal performance with an appropriate person.

	Learner Outcomes		Assessment Criteria
	The learner will:		The learner can:
1	be able to maintain personal performance	1.1	identify current competence and areas for development using relevant techniques and processes
		1.2	carry out work in accordance with responsibilities and organisational requirements
2	be able to develop personal performance	2.1	agree personal performance and targets with an appropriate person
		2.2	review performance and progress regularly and use the outcome to plan future development activities
		2.3	seek advice from an appropriate person if clarification is required concerning specific tasks
		2.4	seek constructive feedback and advice from others and use it to help maintain and improve performance
3	know and understand how to develop personal performance	3.1	state own limits of responsibility in relation to specific tasks and activities
		3.2	state whose advice should be obtained in relation to specific tasks and activities
		3.3	list the correct procedures for obtaining advice
		3.4	state the risks involved in not obtaining advice where specific tasks and activities are unclear

		3.5	describe how to determine and agree development needs and personal targets
		3.6	state why personal performance should be reviewed