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| Title | **Collaborate within a team which has an objective** | | |
| Level | **4** | **Credits** | **5** |

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| Purpose | People credited with this unit standard are able to collaborate within a team which has an objective. |

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| Classification | Communication Skills > Interpersonal Communications |

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| Available grade | Achieved |

**Guidance Information**

1 This unit standard is one of a sequence about working as part of a team:  
Unit 3503, *Communicate in a team or group to complete a routine task* (Level 1)Unit 9677, *Communicate in a team or group which has an objective* (Level 2)  
Unit 9681, *Contribute within a team or group which has an objective,* (Level 3)  
Unit 11101, *Collaborate within a team which has an objective* (Level 4)*.*

2 All assessment activities must comply with - policies, procedures, and requirements of the organisations involved; the ethical codes of relevant professional bodies; any relevant legislative and/or regulatory requirements.

3 Definitions

To *collaborate* means to work with other people in a team and involves self-direction, creativity, and innovation.

A *team* is 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 structures.

4 Candidates must be assessed against this unit standard in a real-life context using naturally occurring evidence, or in simulated conditions relevant to the candidate which require performance equivalent to a real-life context.

5 A verifier’s checklist is acceptable if accompanied by evidence that includes examples from the candidate’s performance.

6 Evidence for this standard may be from a face-to-face or digital activity where the participants are working together.

7 While the objective should be generally agreed to be achievable, meeting the team objective is not a requirement for award of credit.

8 All activities relevant to this standard will respect ngā kaupapa o te Tiriti o Waitangi (the principles of the Treaty of Waitangi).

9 All activities will, as relevant to candidates and/or this standard, reflect the peoples of the Pacific and other cultures, and their world views.

**Outcomes and performance criteria**

**Outcome 1**

Collaborate within a team which has an objective.

**Performance criteria**

1.1 The team objective and requirements/expectations are identified.

1.2 Own contribution and required/expected behaviours and attitudes are identified.

1.3 Communication of information and ideas and/or opinions made are relevant toward achievement of the objective.

1.4 Questions in relation to the team or group objective are used to clarify and obtain information from other team members.

1.5 Decision-making relevant to the team objective is demonstrated.

1.6 Own communication, contribution, and behaviour are in accordance with agreed team requirements and expectations.

1.7 Actions relevant to achievement of the objective are carried out in accordance with team requirements and expectations.

1.8 Constructive feedback is offered in response to contributions from other team or group members.

1.9 Own contributions are evaluated in terms of collaborating for achievement of the team objective.

Range evaluation includes evaluation from other team member(s).

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| Replacement information | This unit standard replaced unit standard 3505. |

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| Planned review date | 31 December 2026 |

**Status information and last date for assessment for superseded versions**

| Process | Version | Date | Last Date for Assessment |
| --- | --- | --- | --- |
| Registration | 1 | 24 March 1998 | 31 December 2012 |
| Review | 2 | 25 July 2006 | 31 December 2013 |
| Review | 3 | 17 November 2011 | 31 December 2017 |
| Review | 4 | 18 June 2015 | 31 December 2020 |
| Review | 5 | 16 February 2017 | N/A |
| Review | 6 | XXXX 2021 | N/A |

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| 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 NZQA National Qualifications Services [nqs@nzqa.govt.nz](mailto:nqs@nzqa.govt.nz) if you wish to suggest changes to the content of this unit standard.