



Conduct Outcomes-Based Assessment

Handout I 2

US I20300

SOUTH AFRICAN QUALIFICATIONS AUTHORITY

REGISTERED UNIT STANDARD:

Analyse leadership and related theories in a work context

SAQA US ID	UNIT STANDARD TITLE			
120300	Analyse leadership and related theories in a work context			
ORIGINATOR				
SGB Administration				
PRIMARY OR DELEGATED QUALITY ASSURANCE FUNCTIONARY				
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FIELD			SUBFIELD	
Field 03 - Business, Commerce and Management Studies			Public Administration	
ABET BAND	UNIT STANDARD TYPE	PRE-2009 NQF LEVEL	NQF LEVEL	CREDITS
Undefined	Regular-Fundamental	Level 5	Level TBA: Pre-2009 was L5	8
REGISTRATION STATUS		REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Reregistered		2018-07-01	2023-06-30	SAQA 06120/18
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT		
2024-06-30		2027-06-30		

In all of the tables in this document, both the pre-2009 NQF Level and the NQF Level is shown. In the text (purpose statements, qualification rules, etc), any references to NQF Levels are to the pre-2009 levels unless specifically stated otherwise.

This unit standard does not replace any other unit standard and is not replaced by any other unit standard.

PURPOSE OF THE UNIT STANDARD

This Unit Standard will be useful to learners who are working within the Public Sector, Local Government, commercial or community environment. It will enable learners to gain insight into the role of leadership within a work context, and thus providing them with the skills and knowledge to add value to one's job. This Unit Standard will also provide value to public officials who are involved in integrated development planning or public sector management and administration specialists.

The qualifying learner is capable of:

- Explaining the concept of leadership.
- Differentiating between leadership and management.
- Analysing and comparing leadership theories.
- Applying the different roles and qualities of leadership in a work context.

LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

It is assumed that learners are competent in Communication at NQF Level 4.

UNIT STANDARD RANGE

N/A

Specific Outcomes and Assessment Criteria:

SPECIFIC OUTCOME 1

Explain the concept of leadership.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

Various definitions of leadership are identified and explained with examples in the workplace.

ASSESSMENT CRITERION RANGE

At least four definitions are provided.

ASSESSMENT CRITERION 2

The roles and qualities of a leader are explained using examples.

ASSESSMENT CRITERION RANGE

Qualities of a leader should include at least five examples but are not limited to humaneness, empathy, objectivity, transparency, accountability, responsibility, honesty, integrity, assertiveness, consistency, reference to historical and present leaders.

Leadership roles include but are not limited to being a visionary, motivating self and others, creating synergies, facilitating a developmental environment, being an innovator, being creative.

SPECIFIC OUTCOME 2

Differentiate between leadership and management.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

Leadership and management are defined and differentiated using examples.

ASSESSMENT CRITERION 2

The roles and qualities of a leader are differentiated and compared with those of a manager in a work context.

ASSESSMENT CRITERION 3

The concepts of accountability and responsibility pertaining to a leader and manager are discussed and explained in terms of advantages and disadvantages in the work place.

ASSESSMENT CRITERION RANGE

Accountability and responsibilities should include at least two examples but are not limited to complying with related institutional policy and procedures, local government legislation, levels of authority, structure of organisation.

ASSESSMENT CRITERION 4

The role of a leader and a manager is compared in terms of their complementary roles in the work place.

SPECIFIC OUTCOME 3

Analyse leadership theories.

OUTCOME RANGE

At least four different leadership theories must be identified and analysed.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

The various theories of leadership are identified and discussed in a work context.

ASSESSMENT CRITERION 2

Trends and developments relating to the different leadership theories are examined with examples.

ASSESSMENT CRITERION RANGE

At least four examples but not limited to trait leadership, leadership base on behaviour styles, servant leadership, transformational leadership and visionary leadership.

ASSESSMENT CRITERION 3

The various leadership theories are justified in terms of advantages and disadvantages.

SPECIFIC OUTCOME 4

Apply the different roles and qualities of leadership in a work context.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

The roles and qualities within leadership contexts are analysed with examples.

ASSESSMENT CRITERION 2

The leadership style of selected leaders are analysed in order to determine its effect in a context.

ASSESSMENT CRITERION RANGE

At least three case studies are analysed.

ASSESSMENT CRITERION 3

The term role-model is analysed in order to establish its effect on the work context.

ASSESSMENT CRITERION 4

A leadership theory is selected and applied in own work context.

ASSESSMENT CRITERION 5

Leadership roles, qualities and abilities are analysed in order to formulate own leadership development strategy.

UNIT STANDARD ACCREDITATION AND MODERATION OPTIONS

- Any individual wishing to be assessed (including through RPL) against this Unit Standard may apply to an assessment agency, assessor or provider institution accredited by the relevant ETQA, or an ETQA that has a Memorandum of Understanding with the relevant ETQA.

- Anyone assessing a learner against this Unit Standard must be registered as an assessor with the relevant ETQA, or an ETQA that has a Memorandum of Understanding with the relevant ETQA.
- Any institution offering learning that will enable achievement of this Unit Standard or assessing this unit standard must be accredited as a provider with the relevant ETQA, or an ETQA that has a Memorandum of Understanding with the relevant ETQA.
- Moderation of assessment will be conducted by the relevant ETQA at its discretion.

UNIT STANDARD ESSENTIAL EMBEDDED KNOWLEDGE

The learner must demonstrate an understanding of:

- Leadership definitions.
- Leadership theories.
- Roles of leaders.
- Leadership functions.
- Management functions and roles - the difference between management and leadership.
- Institutional policies, procedures and legislation.

UNIT STANDARD DEVELOPMENTAL OUTCOME

N/A

UNIT STANDARD LINKAGES

N/A

Critical Cross-field Outcomes (CCFO):

UNIT STANDARD CCFO IDENTIFYING

Identify and solve problems using critical and creative thinking processes to interpret how leadership theories, roles and values are applied to own work context.

UNIT STANDARD CCFO WORKING

Work effectively with others as a member of a team, group, organisation or community to determine leadership needs within own context.

UNIT STANDARD CCFO ORGANISING

Organise and manage oneself and one's activities responsibly and effectively in order to ensure proactive leadership.

UNIT STANDARD CCFO COLLECTING

Collect, analyse, organise and critically evaluate information in order to apply the roles of leadership in different work contexts.

UNIT STANDARD CCFO COMMUNICATING

Communicate effectively using visual, mathematical and/or language in the modes of oral and/or written persuasion to lead effectively.

UNIT STANDARD CCFO DEMONSTRATING

Demonstrate an understanding of the world as a set of interrelated systems by recognising that problem-solving contexts relating to leadership do not exist in isolation and that varying factors will impact on leadership.

UNIT STANDARD ASSESSOR CRITERIA

N/A

REREGISTRATION HISTORY

As per the SAQA Board decision/s at that time, this unit standard was Reregistered in 2012; 2015.

UNIT STANDARD NOTES

Additional

Articulation Possibilities:

This Unit Standard will enable a learner to articulate to other qualifications in Business Administration, Generic Management, Public Finance Management and Administration, Municipal Finance Management and Administration.

QUALIFICATIONS UTILISING THIS UNIT STANDARD:

	ID	QUALIFICATION TITLE	PRE-2009 NQF LEVEL	NQF LEVEL	STATUS	END DATE	PRIMARY OR DELEGATED QA FUNCTIONARY
Core	50081	Further Education and Training Certificate: Leadership Development	Level 4	NQF Level 04	Reregistered	2023-06-30	LG SETA
Core	80946	National Certificate: Community Development	Level 5	NQF Level 05	Reregistered	2021-06-30	As per Learning Programmes recorded against this Qual

Core	63369	National Diploma: Trade Union Practice	Level 5	NQF Level 05	Reregistered	2023-06-30	ETDP SETA
Core	58008	National Diploma: Aircraft Piloting	Level 6	NQF Level 06	Passed the End Date - Status was "Reregistered"	2016-12-31	TETA
Fundamental	59201	National Certificate: Generic Management	Level 5	Level TBA: Pre-2009 was L5	Reregistered	2023-06-30	As per Learning Programmes recorded against this Qual
Fundamental	49743	National Certificate: Manufacturing Management	Level 5	Level TBA: Pre-2009 was L5	Reregistered	2023-06-30	FOODBEV
Elective	64697	Further Education and Training Certificate: Community Health Work	Level 4	NQF Level 04	Reregistered	2023-06-30	HW SETA
Elective	58779	Further Education and Training Certificate: Production Technology	Level 4	NQF Level 04	Reregistered	2023-06-30	MERSETA
Elective	58337	Further Education and Training Certificate: Trade Union Practice	Level 4	NQF Level 04	Reregistered	2023-06-30	ETDP SETA
Elective	58580	National Certificate: Aerodrome Control	Level 5	Level TBA: Pre-2009 was L5	Passed the End Date - Status was "Reregistered"	2016-12-31	TETA
Elective	58581	National Certificate: Air Traffic Support	Level 5	Level TBA: Pre-2009 was L5	Reregistered	2023-06-30	TETA
Elective	79406	National Certificate: Maintenance Coordination	Level 5	NQF Level 05	Passed the End Date - Status was "Reregistered"	2015-06-30	MERSETA
Elective	50060	National Certificate: Public Administration	Level 5	Level TBA: Pre-2009 was L5	Reregistered	2023-06-30	PSETA
Elective	58023	National Diploma: Aircraft Piloting	Level 5	NQF Level 05	Passed the End Date -	2016-12-31	TETA

					Status was "Reregistered"		
Elective	58802	National Diploma: Disability Employment Practice					