

BSB50420 Diploma of Leadership and Management (Release 1)

CRICOS Code: 104232H

Introduction

This qualification reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts.

Individuals at this level display initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others. They use communication skills to support individuals and teams to meet organisational or enterprise requirements. They plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

Qualification Rules

As part of the Australian Qualifications Framework this program is nationally recognised. Graduates will be awarded the BSB50420 Diploma of Leadership and Management. A statement of attainment will be awarded to those who do not complete all units.

Participants must complete twelve (12) units of competency in accordance with the guidelines published in the BSB Business Services Training Package Qualification Rules which requires:

- **6 core units** and **6 elective units**
- Total: **12 units**

Core units (6)

- BSBCMM511 Communicate with influence (Release 1)
- BSBCRT511 Develop critical thinking in others (Release 1)
- BSBLDR523 Lead and manage effective workplace relationships (Release 1)
- BSBOPS502 Manage business operational plans (Release 1)
- BSBPEF502 Develop and use emotional intelligence (Release 1)
- BSBTWK502 Manage team effectiveness (Release 1)

Elective units (6)

- BSBFIN501 Manage budgets and financial plans (Release 1)
- BSBLDR522 Manage people performance (Release 2)
- BSBOPS505 Manage organisational customer service (Release 1)
- BSBPEF501 Manage personal and professional development (Release 1)
- BSBSTR502 Facilitate continuous improvement (Release 1)
- BSBWHS521 Ensure a safe workplace for a work area (Release 1)

Course Duration / Delivery Method

This program is delivered over 52 weeks (which equates to 1,200 hours of class-based learning) which includes orientation, public and term break holidays. Set assessment tasks may sometimes need to be completed outside of class times. Trainers will provide any additional learning materials where gaps are identified in either a participant's underpinning knowledge or the training resources.

International Student Entry Requirements

- Language, literacy and numeracy test required as condition of enrolment
- Completion of Year 12 / SACE 2 / HSC or equivalent
- Minimum IELTS 5.5 (overall) or equivalent

Tuition Fee

- AUD \$16,000 (International Students)

Enrolment Fee (non-refundable):

- AUD \$ 250

Intake

February, April, July, October

Assessment Methods

Participants will be provided with a timetable at the commencement of the course which will detail the assessment submission deadlines. As the course is competency-based, assessments are provided throughout the course and participants must achieve competency in each assessment. If competency cannot be achieved, a further training need may be identified and addressed accordingly.

A variety of methods will be used to assess the competency of participants, including:

- Case studies
- Projects (simulated work environment)
- Assignments
- Observation
- Presentations
- Role plays
- Questions/activities

Delivery mode

- Classroom
- Online

Training Pathways

On successful completion of the BSB50420 Diploma of Leadership and Management qualification students may choose to enrol in the BSB60420 Advanced Diploma of Leadership and Management at IAA or take advantage of the credit transfer arrangements available with the University of South Australia and other universities in South Australia.

Employment Pathways

Participants who complete this qualification may be able to gain positions of a range of different and interesting roles including: Manager, Office Manager, Operations Manager, Production, Public Sector, Senior Manager (Public Sector),

Transport Manager, Business Development Manager, Corporate Services, Distribution Centre Manager, Information Services, Legal Practice Manager, and/or Warehouse Manager.