

BSB60420 Advanced Diploma of Leadership and Management (Release 1)

CRICOS Code: 107149A

Introduction

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

Individuals at this level use initiative and judgement to plan and implement a range of leadership and management functions, with accountability for personal and team outcomes within broad parameters.

They use cognitive and communication skills to identify, analyse and synthesise information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems.

Qualification Rules

As part of the Australian Qualifications Framework this program is nationally recognised. Graduates will be awarded the BSB60420 Advanced Diploma of Leadership and Management. A statement of attainment will be awarded to those who do not complete all units.

Participants must complete twelve (10) units of competency in accordance with the guidelines published in the BSB Business Services Training Package Qualification Rules which requires:

- **5 core units** and **5 elective units**
- Total: **10 units**

Core Units (5 Units):

- BSBCRT611 Apply critical thinking for complex problem solving (Release 1)
- BSBLDR601 Lead and manage organisational change (Release 1)
- BSBLDR602 Provide leadership across the organisation (Release 1)
- BSBOPS601 Develop and implement business plans (Release 1)
- BSBSTR601 Manage innovation and continuous improvement (Release 2)

Elective Units (5 Units):

- BSBHRM614 Contribute to strategic workforce planning (Release 1)
- BSBPEF501 Manage personal and professional development (Release 1)
- BSBSTR602 Develop organisational strategies (Release 1)
- BSBXCM501 Lead communication in the workplace (Release 3)
- BSBFIN601 Manage Organisational Finances (Release 1)

Course Duration / Delivery Method

This program is delivered over 46 weeks 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.

All students must attend a minimum of 20 class contact hours per week.

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
- Have completed a Diploma or Advanced Diploma from the BSB Training Package (current or superseded equivalent versions)
or
- Have two years equivalent full-time relevant workplace experience in an operational or leadership role in an enterprise.

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 BSB60420 Advanced Diploma of Leadership and Management qualification students may take advantage of the credit transfer arrangements available with the University of South Australia and other universities in South Australia.

Employment Pathways

After achieving the BSB60420 Advanced Diploma of Leadership and Management, candidates will have achieved the skills to gain employment in the following occupational positions: Area Manager, Department Manager and/or Regional Manager.