

BSB50420

Diploma of Leadership and Management

FOR DOMESTIC STUDENTS

Duration	24 months
Location(s)	All states
Delivery	Online

ABOUT THIS COURSE

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 may plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

ELIGIBILITY

A pre-enrolment process to establish suitability to undertake the course and to determine support requirements will be conducted, which will include a Language, Literacy and Numeracy (LLN) assessment.

STUDY & CAREER PATHWAYS

Possible relevant job titles include:

- Manager
- Team Leader

COURSE FEES

Tuition Fee <i>includes \$400 non-refundable enrolment fee</i>	\$4,600.00
Resources Fees <i>purchased through Karen Sheldon Training</i>	\$0.00
Recognition of Prior Learning (RPL)	\$ 120 ⁰⁰ per unit

UP-FRONT PAYMENT

Karen Sheldon Training does not accept any more than \$1,400.00 up front prior to commencement of the course. This includes the \$400 non-refundable enrolment fee. Students can pay the remainder in instalments during course progression.

PAYMENT PLANS

Karen Sheldon Training can arrange personalised and flexible payment plans to suit all our learners circumstances, which can be arranged on request prior to commencement.

QUALIFICATION CONTENT

Total number of units: 12 - 6 compulsory core units plus 6 elective units*

CORE UNITS

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

ELECTIVE UNITS

BSBFIN501	Manage budgets and financial plans
BSBHRM522	Manage employee and industry relations
BSBLDR522	Manage people performance
BSBOPS504	Manage business risk
BSBWHS521	Ensure a safe workplace for a work area
BSBOPS505	Manage organisational customer service

**Alternative electives can be discussed with your trainer prior to commencement. Elective units must be relevant to the work environment and the qualification.*

LICENSING / REGULATORY INFORMATION

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

RESOURCES

Students are provided with a personal online LMS account and/or hardcopy learner guides. Students are responsible for the purchase of additional textbook/s and resources relevant to this qualification.

ASSESSMENT

Assessments vary with each unit, including Questioning, a Project, an Observation or Supervisors report. You will be provided with an assessment guide.

WORK PLACEMENT REQUIREMENTS

There is no minimum work placement requirements for this qualification.

RECOGNITION OF PRIOR LEARNING (RPL) & CREDIT TRANSFERS

Students can apply for Credit Transfers and Recognition of Prior Learning during pre-enrolment or after enrolment. Students must complete an RPL Self-Assessment before application, followed with and an interview with an assessor, whereafter final assessments will be made based on evidence provided.

WITHDRAWING FROM A QUALIFICATION

You may withdraw from this qualification and receive, where relevant, a Statement of Attainment for all units of competency you have successfully completed.

SUPPORT SERVICES

Karen Sheldon Training supplies support for students in many areas, including: Careers and Employment, Equal Opportunity, Discrimination and Harassment advice and Learner Support Services.