



BSB50420

Diploma of Leadership & Management (Traineeship)

The leadership and management team of any organisation is the beating heart of its success. This qualification takes leadership skills to the next level. Management and leadership skills are learnt, and there will always be solid demand for high quality managers.

Who is the course for?

This qualification is suitable for those currently managing a team, professionals seeing to build their management experience, and recently promoted managers with some existing management experience. Participants must be employed as a trainee in a suitable business before commencing this course. Location: Workplace

Course Overview

- Delivered over 12-18 months
- Online learning resources available 24/7
- Monthly electronic contact with a trainer i.e. zoom, phone, email
- Monthly trainer support class via zoom
- Quarterly face to face workplace visits (2-4 hrs)
- Dedicated trainer with 1-1 support (if required)
- 6-monthly group catch up sessions via zoom
- Assessments consists of a combination:
 - Multiple choice quizzes
 - Short answer assessments
 - Case studies
 - Observation practical assessments



Course Outline

The BSB40120 Certificate IV Business includes training and assessment in the following units of competence:

Code	Title	Unit Type
BSBCMM511	Communicate with influence	Core
BSBCRT511	Develop critical thinking in others	Core
BSBLDR523	Lead and manage effective workplace relationships	Core
BSBOPS502	Manage business operational plans	Core
BSBPEF502	Develop and use emotional intelligence	Core
BSBTWK502	Manage team effectiveness	Core
BSBHRM523	Coordinate the learning and development of teams and individuals	Elective
BSBHRM524	Coordinate workforce plan implementation	Elective
BSBLDR522	Manage people performance	Elective
BSBSTR501	Establish innovative work environments	Elective
BSBCMM412	Lead difficult conversations	Elective
BSBTWK503	Manage meetings	Elective

Outcomes

Management and leadership skills are learnt, and there will always be solid demand for high quality managers throughout all industries.

Don't wait, enrol today.

Fees: please refer to itfe.edu.au



NATIONALLY RECOGNISED
TRAINING

05.2023

RTO# 6372
CRICOS Code: 02737J

Contact us for more information

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