



## NATIONALLY RECOGNISED TRAINING

### BSB51918 Diploma of Leadership & Management

#### OVERVIEW

This qualification provides learners with the skills and knowledge required to perform effectively as a manager, team leader or supervisor managing a workplace.

You will also learn about responsibilities associated with the supervision of employees, developing and interpreting financials, managing plans, and setting measurable Key performance Indicators.

On completion, you will have developed an understanding of the dynamics and principles underlying the effective functioning of workplaces, as well as the necessary skills to competently manage and lead both small a large organisations.

#### UNITS OF COMPETENCE

This qualification requires the completion of 12 units of competency made up of 4 core units and 8 elective units.

#### DELIVERY OPTIONS

##### Self Paced/Distance Learning

Students can undertake this course at their own pace via correspondence

##### RPL

You may apply to have prior learning and experience recognised toward a qualification or units of competence for which you are enrolled.

#### UNITS OF COMPETENCE

##### CORE UNITS:

BSBLDR502	Lead and manage effective workplace relationships
BSBLDR511	Develop and use emotional intelligence
BSBMGT517	Manage operational plan
BSBWOR502	Lead and manage team effectiveness

##### ELECTIVE UNITS:

BSBCUS501	Manage quality customer service
BSBMGT502	Manage people performance
BSBMGT516	Facilitate continuous improvement
BSBMKG507	Interpret market trends and developments
BSBSLS501	Develop a sales plan
BSBSLS502	Lead and manage a sales team
BSBFIM501	Manage budgets and financial plans
BSBHRM512	Develop and manage performance-management processes

**QUALIFICATION COST: \$2000 – Discounted from \$4800**

**PAYMENT OPTIONS:** x3 Monthly Instalments of \$1000, then \$500 x2

**PAY VIA:** Direct Debit / BPAY / Credit Card / Payright

#### CONTACT US

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