

BSB50420 Diploma of Leadership and Management



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RTO No 40467

Course Brochure



BSB50420 Diploma of Leadership and Management

Course Overview

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

Career Opportunities

- Manager

Modes of Delivery

- Face to face in the workplace
- Correspondence in a self-paced model (using text-based resources in a self-paced model and supported by our dedicated trainers)
- Online (supported by our dedicated trainers).
- Recognition of Prior Learning (for people who have evidence to support their current competence in the relevant units of competency which comprise the qualification).
- Blended (using a combination of the modes described).



Key Outcomes

- Presenting and negotiating persuasively, leading and participating in meetings and making presentations to customers, clients and other key stakeholders.
- Developing critical and creative thinking skills in others within a workplace context.
- Leading and managing effective workplace relationships.
- Developing and monitoring the implementation of operational plans to support efficient and effective workplace practices and organisational productivity and profitability.
- Developing and using emotional intelligence to increase self-awareness, self-management, social awareness and relationship management in the workplace.
- Leading teams in the workplace and actively engage with the management of the organisation.
- Manage a range of meetings including overseeing the meeting preparation processes, chairing meetings, organising the minutes and reporting meeting outcomes.
- Managing the performance of staff that are direct reports.
- Developing strategies to manage organisational systems that ensure products and services are delivered and maintained to standards agreed by the organisation.
- Establishing, maintaining and evaluating an organisation's work health and safety (WHS) policies, procedures and programs in a work area to ensure a safe workplace, according to WHS legislative requirements including taking a systems approach and addressing compliance with relevant legislative requirements.
- Planning market research and conducting an analysis to report and interpret findings.
- Developing and implementing strategies to source candidates and to assess their suitability for available positions and execute tasks associated with the recruitment, selection and induction of staff.



For detailed information on your course, fees and charges, eligibility for any Federal or State funding, relevant student policies and procedures and to view the student handbook, please visit our website at www.dynamiclearningservices.com.au or contact Dynamic Learning Services on 02 4365 0040.



There are 12 units in the BSB50420 Diploma of Leadership and Management These are divided into 6 core units and 6 electives units..

The units in the Dynamic Learning Services program are listed below:

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

- BSBTWK503 Manage Meetings
- BSBLDR522 Manage people performance
- BSBOPS505 Manage organisational customer service
- BSBWHS521 Ensure a safe workplace for a work area
- BSBMKG543 Plan and interpret market research
- BSBHRM415 Coordinate recruitment and onboarding

Assessment

The assessment in this qualification involves a variety of workbook activities, practical tasks and project work. Participants will be supported by their trainer throughout their journey.

Entry Requirements

There are no pre-requisite entry requirements for this course of study. Students must undergo a Language, Literacy & Numeracy evaluation prior to commencement of studies.

Volume of Learning

Learners should expect a duration between 12 months to 24 months meet the requirements of BSB50420 Diploma of Leadership and Management which is consistent with the AQF volume of learning indicators for a Diploma qualification.

Decisions about the duration of this qualification take into account the candidates' likelihood of successfully achieving the learning outcomes and ensure that the integrity of the qualification's outcomes are maintained.

Pathways

Qualifications that may be considered after successful completion include:

- BSB61015 Advanced Diploma of Leadership and Management