

# Diploma of Leadership and Management BSB51915

## Formalise your Management skills in the VET Sector

### Summary

#### What is a Diploma of Leadership and Management all about?

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 synthesise information from a variety of sources.

### Outcome

Upon successful completion of this course, participants will obtain a nationally recognised qualification:

#### Diploma of Leadership and Management BSB51915

### Job Roles

- Manager

### Prerequisite/Entry Requirements

There are no prerequisite/Entry requirements for individual units of competency.

### Pathways to the qualification

Preferred pathways for candidates considering this qualification include: BSB42015 Certificate IV in Leadership and Management or other relevant qualification

OR with vocational experience but without formal supervision or management qualification.

### Pathways from the qualification

After achieving the BSB51915 Diploma of Leadership and Management, candidates may undertake BSB61015 Diploma in Management or other Advanced Diploma qualifications.



## **Units of Competency**      **Total number of units = 12**

**4 core units** plus

**8 elective units** , of which:

- 4 elective units must be selected from Group A
- up to 4 may be additional units from Group A or Group B
- if not listed below, up to 2 electives may be from Diploma or above in the Business Services Training Package
- if not listed below, 1 elective unit may be from any currently endorsed Training Package or accredited course at Diploma level.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

### **Core Units**

BSBLDR501 Develop and use emotional intelligence

BSBMGT517 Manage operational plan

BSBLDR502 Lead and manage effective workplace relationships

BSBWOR502 Lead and manage team effectiveness

### **Elective Units**

#### **Group A**

BSBCUS501 Manage quality customer service

BSBFIM501 Manage budgets and financial plans

BSBHRM405 Support the recruitment, selection and induction staff

BSBINN502 Build and sustain an innovative work environment

BSBIPR501 Manage intellectual property to protect and grow business

BSBLDR503 Communicate with influence

BSBLDR504 Implement diversity in the workplace

BSBMGT502 Manage people performance

BSBMGT516 Facilitate continuous improvement

BSBMGT518 Develop organisation policy

BSBMGT519 Incorporate digital solutions into plans and practices

BSBMGT520 Plan and manage the flexible workforce

BSBPMG522 Undertake project work

BSBRISK501 Manage risk

BSBWHS501 Ensure a safe workplace

BSBWOR501 Manage personal work priorities and professional development

**Group B**

BSBADM502 Manage meetings

BSBCOM503 Develop processes for the management of breaches in compliance requirements

BSBFRA502 Manage a franchise operation

BSBHRM511 Manage expatriate staff

BSBHRM512 Develop and manage performance-management processes

BSBHRM513 Manage workforce planning

BSBINM501 Manage an information or knowledge management system

BSBINN501 Establish systems that support innovation

BSBLED501 Develop a workplace learning environment

BSBMGT521 Plan, implement and review a quality assurance program

BSBMKG507 Interpret market trends and developments

BSBMKG512 Forecast international market and business needs

BSBREL502 Build international business networks

BSBSLS501 Develop a sales plan

BSBSLS502 Lead and manage a sales team

BSBSUS501 Develop workplace policy and procedures for sustainability

BSBWRK510 Manage employee relations

## Course Costs

\$3500.00 (GST Free)

\$995.00 (GST Free) Online only

All reading material and workbooks are included in the cost of this course,

Many lunch venues to choose from.

Free parking

***NOTE: The cost of this course is classroom based delivery***



## How to Enroll

Where: Shop 5, 2 O'Hanlon Place  
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