BSB40520

Certificate IV in Leadership and Management

CRICOS Course Code: 111213H

ABOUT THE COURSE

This qualification reflects the role of individuals working as developing and emerging leaders and managers in a range of enterprise and industry contexts.

As well as assuming responsibility for their own performance, individuals at this level are likely to provide leadership, guidance and support to others. They may also have some responsibility for organising and monitoring the output of teams

Course Entry Requirements:

There is no pre-requisites or specific entry requirement for this qualification. However, AIA requires that students are able to provide evidence that they:

- Are at least at age of 18 on the date of course commencement.
- Have successfully completed Australian year 12 or equivalent.
- Minimum IELTS score of 5.5 or PTE score of 42 or equivalent.
  For other various English proficiency test, please refer to enrolment & admission policy available in your Student Handbook or visit www. auscanus.edu.au/forms-policies/

Additional requirements:

- Student must have access to working PC or laptop with a configuration suitable to meet study requirements.
- Student must have sound digital literacy and access to working internet.
- All the students commencing this course are required to complete LLN test on the orientation day to assist AIA to identify student's needs for additional support during their study with AIA.

Scan To Apply

DELIVERY MODE AND ASSESSMENT

20 hours per week and delivered face to face

05 hours of self-study per week is requred

52 weeks including 44 Study weeks 8 weeks of holiday

Assessment Methodology
Assessment methods used for this qualification are varied and will provide a range of ways for individuals to demonstrate that they have met the required outcomes. Assessment methods may include: written questions, projects, presentations, report writing, role plays/observations.

At the beginning of each unit, your trainer and assessor will outline the assessment tasks that must be completed.

Employment Pathways?
Once students have successfully completed this qualification, they can apply for various roles across management positions that have responsibility for the work of other staff and lead teams.

Further Study Pathways?
The further study pathways available to students who undertake this qualification include: BSB50420 Diploma of Leadership and Management or Other Diploma or Advanced Diploma programs in related fields such as business, management & marketing.

Recognition of Prior Learning (RPL) or Credit Transfer (CT)
AIA offers RPL and CT to all prospective students through the enrolment process. For further details, please refer to www.auscanus.edu.au/forms-policies/

Recommended textbook for this qualification?
Management Theory and Practice, 7th Edition, Cole, Cengage Learning, 2016

Course Structure:

Code	Title	Core/ Elective
BSBLDR411	Demonstrate leadership in the workplace	Core
BSBLDR413	Lead effective workplace relationships	Core
BSBOPS402	Coordinate business operational plans	Core
BSBXCM401	Apply communication strategies in the workplace	Core
BSBXTW401	Lead and facilitate a team	Core
BSBLDR412	Communicate effectively as a workplace leader	Elective
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Elective
BSBPEF402	Develop personal work priorities	Elective
BSBSTR401	Promote innovation in team environments	Elective
BSBCRT412	Articulate, present and debate ideas	Elective
BSBPEF502	Develop and use emotional intelligence	Elective
BSBPMG430	Undertake project work	Elective