

DIPLOMA OF LEADERSHIP & MANAGEMENT

BSB51918 | RTO: 41178 | PROVIDER CODE: 03459G | CRICOS COURSE CODE: 098842C

Why follow when you can lead? The Diploma of Leadership & Management is the entry point to your corporate career. Our experienced industry professionals will give you the skills, knowledge and confidence to effectively lead teams and excel in the business environment.

LEARNING OUTCOMES

- ✓ Effectively manage people to achieve team and business goals
- ✓ Manage operational plans to achieve set goals
- ✓ Maintain work life balance
- ✓ Manage professional development
- ✓ Be a role model in the workplace
- ✓ Build and sustain an innovative work environment

INTAKE DATES

2020: BRISBANE | 24 JUN, 5 AUG, 7 OCT, 2 DEC
PERTH | 22 JUN, 3 AUG, 5 OCT, 30 NOV
SYDNEY | 22 JUN, 3 AUG, 5 OCT, 30 NOV

2021: BRISBANE | 27 JAN, 17 FEB, 17 MAR, 14 APR, 12 MAY,
9 JUN, 7 JUL, 4 AUG, 1 SEP, 29 SEP, 27 OCT, 24 NOV
PERTH & SYDNEY | 25 JAN, 15 FEB, 15 MAR, 12 APR, 10 MAY,
7 JUN, 5 JUL, 2 AUG, 10 AUG, 27 SEP, 25 OCT, 22 NOV

COURSE DURATION

52 WEEKS

CAMPUS LOCATION

BRISBANE, PERTH, SYDNEY

PRICE

\$5,000

\$250 Enrolment Fee waived

PAYMENT PLAN

CoE Deposit **\$250**

Week 1 **\$750** → 8 Monthly payments of **\$500**





COURSE CONTENT

Participants will have the opportunity to increase their skills in identifying, planning, developing and managing tasks fundamental to successful administration and leadership within a business environment.

The Diploma of Leadership and Management aims to provide participants with the training needed to plan, create, apply and evaluate solutions to unpredictable problems, as well as identify, analyse and synthesise information from a number of sources while doing so.

Potential job opportunities include Operations Manager, Team Leader, Project Manager and Office Co-Ordinator.

UNITS OF COMPETENCY

- BSBLDR511** Develop and use emotional intelligence (core)
- BSBMGT517** Manage operational plan (core)
- BSBLDR502** Lead and manage effective workplace relationship (core)
- BSBWOR502** Lead and manage team effectiveness (core)
- BSBINN502** Build and sustain an innovative work environment
- BSBPMG522** Undertake project work
- BSBADM502** Manage meetings
- BSBMKG507** Interpret market trends and developments
- BSBCUS501** Manage quality customer service
- BSBWOR501** Manage personal work priorities and professional development
- BSBHRM501** Manage human resource services
- BSBADV507** Develop a media plan

ENTRY REQUIREMENTS

- ✓ Completion of an Australian Year 12 Certificate or equivalent &
 - ✓ Minimum IELTS overall score of 5.5 with a minimum 5.0 in writing or
 - ✓ Evidence of upper intermediate English level*
- *LEXIS ONLINE PLACEMENT TEST OR ENGLISH CERTIFICATE

COURSE DELIVERY

BRISBANE

- ✓ 2 days a week **face to face** (Wednesday and Thursday - 4:30pm - 10pm)
- ✓ 1 day **consolidated learning** (Friday)
- ✓ 1 day **independent self study** (Tuesday)

PERTH & SYDNEY

- ✓ 2 days a week **face to face** (Monday & Tuesday - 4:30pm - 10pm)
- ✓ 1 day **consolidate learning** (Wednesday)
- ✓ 1 day **independent self study** (Thursday)

Holidays: 21 Dec 2020 - 15 Jan 2021 (4 weeks)

Consolidated weeks: 2 weeks per year

*No class provided on Consolidated weeks
(Students who have achieved desirable academic progress/
delivered all unit assessments won't be require to attend)

Length of each unit: 4 weeks

PACKAGED SPECIALS*

- ✓ Lexis English + Training =
English deposit+ VET deposit \$250**

*ENROL FEE WAIVED WHEN PACKAGING LEXIS ENGLISH + LEXIS TRAINING

**ENGLISH DEPOSIT 2 WEEKS TUITION

COMBINE YOUR COURSES AND SAVE***

- ✓ **Book 2 courses** and get the 2nd course **10% off**
- ✓ **Book 3 courses** and get the 3rd course **15% off**
- ✓ **Book 4 courses** and get the 4th course **20% off**

***DEDUCTION CALCULATED ON THE FINAL PAYMENT OF FINAL COURSE