



BSB42015 Certificate IV in Leadership and Management

(Release 5)
Nationally Recognised Training

What is this course about?

The BSB42015 Certificate IV in Leadership & Management focuses on developing emerging leaders and managers in a range of enterprise and industry contexts. During this course you will learn how to guide and support your team members, improve personal and time management skills as well as provide you with the necessary skills to lead an effective workplace. You will cover topics such as team effectiveness, communication, operational planning and risk management.

Who should do this course?

This qualification is suitable for people working in a supervisor, coordinator or leading hand role who are either new to the role or who have a couple of years' experience.

How is the course delivered?

Structured Self-paced:

Schrole Develop offers the Certificate IV in Leadership & Management through a structured self-paced program which can be completed over a period of 12 months. The program is offered in four learning clusters with students working through a unit at a time.

This also includes being assigned an assessor who will work with you through each unit to develop a portfolio of evidence and complete assessments.

Self-paced & RPL cost: \$2520 pp

Workshop-based learning:

Schrole Develop delivers the Certificate IV in Leadership & Management, face to face over 4 clusters, with the aim of completing a cluster at a time over a period of at least 6-months. You can complete individual clusters of your choice or complete all four clusters to obtain the full qualification.

Full Course Cost: \$3600

Onsite at your workplace:

This course can be customised and delivered onsite as an in-house program (minimum numbers apply).

Can I apply for Recognition of Prior Learning or Credit Transfer?

Schrole ETAS will provide credit to learners for units of competency where these are evidenced by either an AQF certification document issued by another RTO or AQF authorised issuing organisation.

If you believe you may be eligible for recognition from formal or informal education or work experience you have undertaken, then please call us on 08 9230 7010 to speak to one of our course facilitators.

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How do I enrol? Please enrol online via our website - www.schroledvelop.edu.au

Participants can expect to:

- Enhance leadership capabilities
- Improve delegation skills
- Develop communication skills
- Increase self confidence
- Generate organisational growth
- Improve personal and team time management
- Improve decision making skills
- Enhancing the spirit of teamwork and mutual support required to achieve team goals.

What is the course structure?

Cluster 1 – Effective Leadership Skills \$840

BSBLDR401 Communicate effectively as a workplace leader
BSBLDR402 Lead effective workplace relationships
BSBLDR403 Lead team effectiveness
BSBMGT401 Show leadership in the workplace

Cluster 2 – Coaching and mentoring diverse teams \$630

BSBLDR404 Lead a diverse workforce
BSBWOR404 Develop work priorities
TAEDEL404 Mentor in the workplace

Cluster 3 – Planning improvement and innovation \$630

BSBADM409 Coordinate business resources
BSBMGT403 Implement continuous improvement
BSBMGT402 Implement operational plan

Cluster 4 – Safety and Risk for Supervisors \$420

BSBRISK401 Identify risk and apply risk management processes
BSBWHS401 Implement and monitor OHS policies, procedures and programs to meet legislative requirements

Please note, elective units may change depending on course/client requirements.

Language, literacy and numeracy requirements

A high level of language and literacy skills are needed to complete this course, if you have any concerns then please call Schrole Develop to talk to one of our course facilitators.

Support Provided

Schrole Develop offers one-on-one support to those students who require additional support throughout the course. Please speak to your course facilitator to arrange.

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Resources available

Each learner will receive:

- Learner guide
- Evidence guide/assessment workbook
- We also recommend you purchase the textbook Leadership and Management 7th Ed by Cole

Students undertaking this qualification will need to have access to:

- ✓ A computer and access to the internet
- ✓ Access to organisational documentation, including workplace policies

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