

BSB40520 Certificate IV in Leadership and Management



This qualification is suitable for individuals who are developing and emerging leaders and managers in a range of industry and business areas and who may provide leadership and support to others.

Employment Opportunities

The completion of this qualification is suitable for:

- Team leader, supervisor or area manager
- Workplace mentor

How is this course delivered?

Our courses are delivered through a range of flexible arrangements including on-the-job training, online learning and self-directed learning. We also offer Recognition of Prior Learning (RPL).

Jobs and Skills WA funded training (WA only)

Jobs and Skills WA is a WA Government program focused on providing training for skills areas and to help create new jobs for Western Australians. Australian College of Training is able to access funded training for eligible persons.

To find out if you are eligible contact us now on (08) 9472 6111.

Why study with Australian College of Training?

- We offer training across 8 different industry areas which allows us to customise training to suit a variety of job roles and employment situations.
- We have flexible training and study options to suit individual learner and employer needs.
- High quality, industry-experienced trainers and support staff are here to support training in all study modes.

Duration

12 Months

Traineeship

Yes

Apprenticeship

No

Cost (approx.)

Fee for Service - \$4100

Traineeship – TBC

Student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as student services and resource fees

Other Business Qualifications

BSB40120 Certificate IV in Business

BSB50120 Diploma of Business

**Talk to our training
specialists today or visit
auscollege.edu.au**

ABN 48 106 641 767



Qualification Outline

This qualification covers the skills and knowledge to develop individuals who are emerging leaders and managers in a range of enterprises and industry areas.

To achieve BSB40520 Certificate IV in Leadership and Management, a total of **twelve (12) units** of competency must be completed, including:

- **Five (5) core unit, plus seven (7) elective units**

Elective Units

- Four (4) elective units must be selected from Group A
- The remaining three (3) units may be selected from Groups A and B
- Up to 2 units may be selected from Certificate IV or above or other training package qualification

Core Units	
BSBLDR411	Demonstrate leadership in the workplaces
BSBLDR413	Lead effective workplace relationships
BSBOPS402	Coordinate business operational plans
BSBXCM401	Apply communication strategies in the workplace
BSBXTW401	Lead and facilitate a team
Group A	
BSBLDR412	Communicate effectively as a workplace leader
BSBLDR414	Lead team effectiveness
BSBOPS403	Apply business risk management processes
BSBPEF402	Develop personal work priorities
BSBSTR401	Promote innovation in team environments
BSBWHS411	Implement and monitor WHS policies, procedures and programs
Group B	
BSBOPS404	Implement customer service strategies
BSBPMG430	Undertake project work
BSBSUS411	Implement and monitor environmentally sustainable work practices
BSBWRT411	Write complex documents