Certificate IV in Leadership and Management

BSB42015

Overview
This qualification supports your first step into management. It will give you a strong foundation if you have leadership aspirations, or if you have found yourself promoted to a supervisory position, it will provide you with all the skills and knowledge necessary to fully develop as an excellent team leader.

This course covers team building and leadership skills, implementing operational and strategic plans, analysing and managing risk, and supplier, client and customer relations.

This qualification is for people who supervise, lead and manage teams in a variety of contexts including manufacturing, service, retail and wholesale sectors.

Students at this level:
• Have supervisory responsibilities for a team
• Report to managers/management
• Should have vocational skills which equal or exceed team members

Job roles
Employment outcomes resulting from the completion of this course may include the following roles:
• Supervisor
• Line Manager
• Frontline Manager
• Team Leader

Delivery mode
The delivery is flexible and made up of the following:
• Full Time
• Part Time
• Online
• Distance training
• Work based
• RPL
• A combination of the above

Assessment
We use a variety of flexible assessment strategies to ensure participants have the best chance of success. Assessment strategies include:
• Written Assessment
• Oral Questions
• Project(s)
• Observation (Vocational Placement)

Entry requirements
Upon completion of the Pre Training Assessment and identification of learner strengths and weaknesses the training content, delivery, methodologies and assessments will be tailored to suit individual learner needs which will increase learner engagement and ownership.

There are no pre-requisites for entry into this qualification, however it is expected that the candidate has vocational experience for which they will provide supervision/leadership/management.

WISE Training and Interskills
WISE Training and Interskills deliver flexible, innovative and nationally accredited training programs that can help you meet your employment goals.
**Course details**

To achieve a full qualification, a total of 12 units must be successfully completed: 4 core units and 8 elective units.

**For further information**

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**Core Units**
BSBLDR401 Communicate effectively as a workplace leader
BSBLDR402 Lead effective workplace relationships
BSBLDR403 Lead team effectiveness
BSBMGT402 Implement operational plan

**Electives**
BSBMGT403 Implement continuous improvement
BSBREL402 Build client relationships and business networks
BSBRSK401 Identify risk and apply risk management processes
BSBWH5401 Implement and monitor WHS policies, procedures and programs to meet legislative requirements
BSBCUS403 Implement customer service standards
BSBLED401 Develop teams and individuals
BSBMGT401 Show leadership in the workplace
BSBRES401 Analyse and present research information