



Diploma of Leadership and Management

National Course Code: BSB50420 CRICOS Course Code: 104182B

Duration: 52 Weeks

Course Description

This qualification reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts. Individuals at this level display initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others. They use communication skills to support individuals and teams to meet organisational or enterprise requirements. They may plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

Licensing, legislative, regulatory or certification considerations

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements

International students require a minimum English level of IELTS 6.0 (with no individual band less than 5.5). If the level of English is insufficient, a suitable course can be organised.

Vocational Outcomes

This qualification provides the skills, knowledge and competencies to deal with relevant real-life situations in the workplace for an individual to function as Business Manager, Business Consultant, and small Business Owner/Manager/team Leader.

Target Group

The target group for this qualification is candidates who require skills in Business and Management area. This may include local and International students with Certificate IV in leadership and Management or other relevant qualification and employees with some vocational experience but without formal supervision or management qualifications.

Delivery Modes

CIBT uses a blended learning methodology combining classroom-based learning with computer-mediated activities as studies show blended learning improves student's interaction and satisfaction as well as increase learning outcomes. Delivery involves 20 hours per week total tuition with 15 hours/week of classroom-based delivery on campus and for 5 hours/week students would be taking part in computer-mediated activities via online Learning Management System (MOODLE).

Course Completion

Students who achieve a 'Competent' result in all required units of study will be awarded the certificate for the qualification. A statement of attainment will be issued for any units in which the student has been assessed as 'Competent'.

Protection of Fee Paid in Advance

Tuition fee paid in advance by student is protected under commonwealth's Tuition Protection Service (TPS). TPS is a placement and refund service for international students. The TPS is like an insurance cover for fees paid in advance. It is a single mechanism to place students when a provider fails to meet obligations or as a last resort to provide refunds of unexpended prepaid tuition fees.

Trainers and Assessors

All CIBT trainers/assessors are highly qualified and experienced. They have TAE40116 Certificate IV in Training and Assessment or its equivalent plus suitable industry experience along with the qualification to teach Diploma of Leadership and Management.

Assessments

Each unit will be assessed in at least 2 different ways unless otherwise required by the unit of competency. The assessment will be conducted through take home research, assignments, projects, case studies, demonstrations and presentation.

Articulation & Pathways

Under mutual recognition the Diploma of Leadership and Management qualification and statement of Attainment awarded by CIBT will be recognised by other RTOs Australia wide. Upon successful completion of the Diploma of Leadership and Management the students may be eligible for exemption in relevant undergraduate courses.

RPL and Exemptions

RPL and credit transfer can be applied for at the time of enrolment or during the orientation. Students may be eligible to obtain credits for individual units as a result of experience gained in the relevant field or from previous training and education. A Fee is payable for assessing your RPL status. The information is available online in the student handbook or can be requested at the reception.

Training and Other Facilities

CIBT trains and assesses its students from its campuses in Sydney City and Canberra which are fully equipped with required facilities including modern computer labs with internet access, data projectors & resources borrowing facility, printing & photocopy facility and a student common area.

Course Structure

The 12 units of competency (6 Core and 6 Electives) are delivered throughout the 52 Weeks (36 weeks tuition and 16 weeks holiday). All units of competency must be completed to receive a Diploma of Leadership and Management qualification.

Unit Code	Unit Descriptions	Core/ Elective
BSBMM511	Communicate with influence	Core
BSBCRT511	Develop critical thinking in others	Core
BSBLDR523	Lead and manage effective workplace relationships	Core
BSBOPS502	Manage business operational plans	Core
BSBPEF502	Develop and use emotional intelligence	Core
BSBTWK502	Manage team effectiveness	Core
BSBOPS505	Manage organisational customer service	Elective
BSBSTRS501	Establish innovative work environments	Elective
BSBOPS504	Manage business risk	Elective
BSBXCM501	Lead communication in the workplace	Elective
BSBTWK501	Lead diversity and inclusion	Elective
BSBLDR602	Provide leadership across the organisation	Elective