

Certificate IV in Leadership and Management BSB40520



This qualification reflects the role of individuals working as developing and emerging leaders and managers in a range of enterprise and industry contexts.

As well as assuming responsibility for their own performance, individuals at this level provide leadership, guidance and support to others. They also have some responsibility for organising and monitoring the output of their team.

They apply solutions to a defined range of predictable and unpredictable problems and analyse and evaluate information from a variety of sources.

Common positions that may be suited with this qualification are:

- < **Coordinator**
- < **Leading hand**
- < **Supervisor**
- < **Team leader**

COURSE REQUIREMENTS:

DOMESTIC STUDENTS

Training and assessments are conducted in English. A pre training intake interview will be conducted and each learner will undertake a Language, Literacy and Numeracy Assessment.

There are no pre-requisites or any other training package entry requirement to enrol in this course.

INTERNATIONAL

English requirements:

- must have an IELTS score of 5.5 or
- must have a TOEFL iBT score of 46 or
- must have a PTE Academic score of 42 or
- must have a Cambridge English Advanced (CAE) score of 162 or
- must have an OET score of B for each component
- Completed year 11 or equivalent

TRAINING DELIVERY:

Classroom delivery: Face to face training and Practical Placement.

Please note that the assessment methods for this course includes Theory component and mandatory practical placement component of 120 hours. You must complete placement hours to be able to achieve the competency in the units and successfully complete the course

Virtual Classroom Delivery: Theory delivery via zoom & Face to Face practicals as required in the qualification

DURATION:

- Domestic: 52 weeks Maximum
- International: 52 weeks including breaks

Domestic students: ☐ 13 13 89

International students: ☐ +61 3 9450 0500

Please see over for Units of Study

Units of Study



Units of study

Students will need to complete 12 Units of Competency, consisting of: 4 Core and 8 Electives
(NB: Elective units will be selected for delivery by ETEA and are subject to change to meet client and industry requirements)

CORE	
BSBLDR411	Demonstrate leadership in the workplace
BSBLDR413	Lead effective workplace relationships
BSBOPS402	Coordinate business operational plans
BSBXC401	Apply communication strategies in the workplace
BSBXTW401	Lead and facilitate a team
ELECTIVES	
BSBLDR412	Communicate effectively as a workplace leader
BSBLDR414	Lead team effectiveness
BSBOPS403	Apply business risk management processes
BSBSTR401	Promote innovation in team environments
BSBOPS401	Coordinate business resources
BSBOPS404	Implement customer service strategies
BSBPEF502	Develop and use emotional intelligence
BSBLDR412	Communicate effectively as a workplace leader

RECOGNITION OF PRIOR LEARNING AND/OR CREDIT TRANSFER

You can apply to recognise your prior learning, work experience and course work towards this qualification.

Detailed information is available on the ETEA website www.etea.edu.au

FURTHER INFORMATION

For further information, including student pre-engagement information, entry requirements, course duration, assessment methods, how to enrol, RPL, Credit Transfer, pathways etc. please visit our website at www.etea.edu.au

GOVERNMENT FUNDING:

You may be able to access government funding if you meet the eligibility criteria.

To check if you are eligible visit www.etea.edu.au



FURTHER INFORMATION
Visit our website or contact your
closest office for further information.

www.etea.edu.au



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