



Australian Government

BSB42015 Certificate IV in Leadership and Management

Release 4

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Modification History

Release	Comments
Release 4	This qualification first released with BSB Business Services Training Package Version 4.0. Version created to update Elective Unit list.
Release 3	This qualification first released with BSB Business Services Training Package Version 3.0. Version created to update codes and titles in unit list.
Release 2	This version released with BSB Business Services Training Package Version 2.0. Version created to update unit list.
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Qualification Description

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.

Licensing/Regulatory Information

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

Entry Requirements

Nil

Packaging Rules

Total number of units = 12

4 core units plus

8 elective units, of which:

- 4 units must be selected from Group A
- 4 units may be additional units selected from Group A or Group B
- if not listed below, 1 unit may be from any currently endorsed Training Package or accredited course at Certificate IV level or above.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

Core Units

BSBLDR401 Communicate effectively as a workplace leader

BSBLDR402 Lead effective workplace relationships

BSBLDR403 Lead team effectiveness

BSBMGT402 Implement operational plan

Elective Units

Group A

BSBFIA412 Report on financial activity

BSBINN301 Promote innovation in a team environment

BSBLDR404 Lead a diverse workforce

BSBMGT403 Implement continuous improvement

BSBREL402 Build client relationships and business networks

BSBRISK401 Identify risk and apply risk management processes

BSBWHS401 Implement and monitor WHS policies, procedures and programs to meet legislative requirements

BSBWOR404 Develop work priorities

TAEDEL404 Mentor in the workplace

Group B

BSBADM409 Coordinate business resources

BSBCMM401 Make a presentation

BSBCOM406 Conduct work within a compliance framework

BSBCRT401 Articulate, present and debate ideas

BSBCUS401 Coordinate implementation of customer service strategies
BSBCUS402 Address customer needs
BSBCUS403 Implement customer service standards
BSBINM401 Implement workplace information system
BSBINT401 Research international business opportunities
BSBIPR401 Use and respect copyright
BSBIPR403 Protect and use brands and business identity
BSBLED401 Develop teams and individuals
BSBMGT401 Show leadership in the workplace
BSBMGT404 Lead and facilitate off-site staff
BSBMGT407 Apply digital solutions to work processes
BSBMKG413 Promote products and services
BSBPMG522 Undertake project work
BSBRES411 Analyse and present research information
BSBSUS401 Implement and monitor environmentally sustainable work practices
BSBWRT401 Write complex documents
BSBXCM401 Apply communication strategies in the workplace
BSBXTW401 Lead and facilitate a team

Qualification Mapping Information

No equivalent qualification. Supersedes and is not equivalent to BSB40812 Certificate IV in Frontline Management

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>