



Qualification overview

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.

<http://www.myskills.gov.au/courses/details?Code=BSB42015>

Core units

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

Elective Units

Elective units will be selected at your information session based on job outcomes required

Duration

Duration will vary according to individual schedule; however, the duration will range between 0.5 – 2 years
Schedules will be provided prior to commencement of training and assessment

Delivery mode

Classroom based - includes face to face instruction, self-directed learning, simulated training, final assessment

Location - *Schedule provided prior to commencement of training

Melbourne Metro hired venues
Hired simulated rooms at Keilor and Hallam
Wentworth simulated rooms at 124 Bell Street Coburg
Wentworth simulated rooms Unit 4/1 Graham Road Clayton South

Award

To be eligible for the award of the BSB42015 Certificate IV in Leadership and Management must successfully complete a total of 12 units made up of 4 electives and 8 core units.

Students who successfully complete this nationally recognised qualification will be awarded a certificate for:
BSB42015 Certificate IV in Leadership and Management

A Statement of Attainment will be issued for any unit of competency deemed competent if the full qualification is not completed. Awards will be generated after successful completion of this course and full payment and a verified USI has been received

How will I be assessed for this course?

All units within the qualification have assessment tasks, with set due dates for completion. Each unit of competency will vary however the following methods can be used but are not limited to the below:

- Written questions
- Case studies
- Projects
- Verbal questions
- observations

Employment pathway

Coordinator (Business Operations), Distribution Centre Supervisor, Freight Administrative Supervisor, Frontline Sales Manager, Leading Hand, Line Manager, Production Supervisor, Sales Team Manager, Supervisor, Team Leader, Warehouse Team Leader, Analyst and any other related industry sectors such as:
Automotive Manufacturing, Business Administration, Business Services, Customer Service, Environmental Health, Environmental Management, Logistics, Manufacturing, Purchasing and Procurement, Retail Management, Retail Services, Services Industry, Transport and Warehousing and Storage

Visit for more information: <http://www.myskills.gov.au/courses/details?Code=BSB42015>

Entry into the qualification

Prior to commencement of training a pre-training interview (information session) will be conducted and learners must be assessed as meeting the following criteria

- LLN levels - entry at ACSF 3 (core skills, reading, writing, listening, speaking, numeracy, digital literacy) level 3
- Be of at least 18 years of age

RPL (recognition of Prior Learning) /Credit Transfer

RPL and credit transfer applies for this course

Recognition of prior learning (RPL)

If recognition applies the student's overall duration will alter and a schedule of exemptions will be provided

Credit transfer

If a certificate or statement of results is produced and verified, a credit transfer process will be initiated by Wentworth College in relation to the units as per the training plan.

If credits apply the overall duration will alter and a schedule of exemptions will be provided

Fee for Service – No Government Subsidies

Material Fee: \$190.00 Inc. GST

Enrolment Fee: \$110.00 Inc. GST

Tuition Fee: \$3,500.00

Total Payable: \$3,800.00

Skills First Program – Victorian Government Subsidy

Material Fee: \$190.00 Inc. GST

Enrolment Fee: \$110.00 Inc. GST

Tuition Fee: \$0.00





Total Payable: \$300.00

Concession: \$60.00

* Materials include: PowerPoint hand out, Learner guide/Student workbook, Simulated Project workbook, Text books, learning journal, workplace log book, assessments, /trainer/assessor

All our courses are delivered with Victorian and Commonwealth government funding. Eligibility criteria applies. For any further information refer to the student handbook and information pack.

More information

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	www.wentworthcollege.com.au		1300 138 792