



# BSB50420 DIPLOMA OF LEADERSHIP & MANAGEMENT

## OVERVIEW

You will develop broad and specialised skills across a wide range of business functions needed in dynamic business environments. You will learn how to manage meetings, manage business risk, lead diversity and inclusion, develop workplace policies and procedures for sustainability and much more.

## CAREER OUTCOMES INCLUDE

- Legal Practice Manager
- Sales Manager
- Business Sales Team Leader
- Corporate Services Manager
- Executive Officer
- Project Manager
- Chief Executive Officer
- Project Coordinator

## ENTRY REQUIREMENTS

- Minimum 18 years of age
- Must have completed equivalent to Australian year 12
- IELTS band 5.5 (with no individual band below 5.0) or equivalent

## STUDY LOCATION

26/54 Beach Street Kogarah NSW 2217

## COURSE NAME

Diploma of Leadership & Management

## NATIONAL CODE

BSB50420

## CRICOS COURSE CODE

TBA

## DURATION

Total Duration is 52 Weeks  
Study is 40 Weeks  
Break is 12 Weeks

## STUDY MODE

Face to Face, 20 hours per week

## FEES

Fees may change, please always refer to our website for the latest price.

## Course Structure

You must achieve a competent result in the twelve (12) units to obtain the BSB50420 Diploma of Leadership & Management qualification.

Unit Code	Unit Name	Core/Elective
BSBCMM511	Communicate with Influence	Core
BSBTWK502	Manage Team Effectiveness	Core
BSBLDR523	Lead and Manage Effective Workplace Relationships	Core
BSBPEF502	Develop and Use Emotional Intelligence	Core
BSBOPS502	Manage Business Operational Plans	Core
BSBCRT511	Develop Critical Thinking in Others	Core
BSBWHS521	Ensure a Safe Workplace For a Work Area	Elective
BSBTWK503	Manage Meetings	Elective
BSBOPS501	Managing Business Resources	Elective
BSBFIN501	Manage Budgets and Financial Plans	Elective
BSBSUS511	Developing Workplace Policies and Procedures for Sustainability	Elective
BSBOPS503	Develop Administrative Systems	Elective

## Assessment Method

Assessments will be conducted through a combination of questioning, case studies, reports, role-plays, and demonstrations.

## Recognition of Prior Learning

We offer everyone the opportunity to apply for Recognition of Prior Learning (RPL) at enrolment. Students may be granted credit or partial credit in recognition of skills and knowledge gained through work experience, life experience and/or prior training.

## Pathways

On successful completion of BSB50420 Diploma of Leadership & Management, you may pursue BSB60120 Advanced Diploma of Business or a range of other Advanced Diploma qualifications in the BSB training package.