

## BSB50420

# Diploma of Leadership and Management

### Description



Graduates in the qualification BSB50420 Diploma of Leadership and Management can apply their knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts.

They can display initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others and identify, analyse and synthesise information from a variety of sources.

### Entry Requirements



Whilst there are no entry requirements, international students must have successfully completed Year 12 or equivalent qualification / certificate and received / gained at least a 55% pass mark in the English Subject / or be able to demonstrate English language proficiency at the time of enrolment.

A student can demonstrate English language proficiency by taking IELTS exam (minimum score 6.0) or by demonstrating the reading and writing skills to the Brisbane College of Horticulture (BCH).

All candidates will be expected to be proficient in word processing, calculating financial ratios and accessing the internet

### Program Duration



This course will run for 52 weeks comprising 20 hours per week of study time. There will be periodic term breaks in the academic year.

The home distance study component of the course will never exceed 25% of a unit or course. Students are expected to make use of this time to further their education. The College will be available should you wish to utilise the premises for the distance study. All learners receive a set of manuals that form part of the program. If you have any concerns about the methods of study, please speak to the College prior to enrolment.

### Admission Method


It is best if you can enrol at the college head office although applications by mail are accepted.

At the time of your enrolment you will be asked to complete a self- assessment of your existing business skills. This assessment is designed to ascertain your current learning requirements that helps us design a program best suited to you. It may also highlight any prior experience in business administration or management and you may be eligible for RPL.

You will also be asked to provide your USI (Unique Student Identifier), which is a Government initiative that creates a secure, free, accessible lifetime on line record of your recognized training. If you don't have a USI go to the Government website <https://www.usi.gov.au/about> to find the information you need or talk to us.

## Recognition of Prior Learning (RPL)

### Why study at BCH?

 Modern Location

 Close to Public Transport and shops

 Industry Recognised Trainers

 Free Internet Access

### Why wouldn't you study with BCH

Call today to Enrol



In addition to helping us design your course, the self-assessment described above may expose opportunities for the recognition of prior learning (RPL). This process enables your past training, (whether formal or informal) and/or work experience to be assessed and matched against the units of competency within this course. This can help reduce the time you need to complete the course.

### Method of Study

The lessons are conducted in the classroom located at the Brisbane campus.

All learners receive a set of learner guides that form part of the program.

The College may be available should you wish to utilise the premises outside normal study hours for additional study time.

If you have any concerns about the methods of study please speak to the college prior to enrolment.

### Requirements for Qualification

To successfully complete the course, students must undertake all units, sit and be deemed competent in all assessment tasks. Students are required to actively participate in all learning activities during the course. The training will include a series of class lead and home based practical exercises that will be used to guide your progress and the content maybe contextualised to suit those working within the horticulture sector

### Course Costs

International and domestic students \$7,000 (AUD)

This includes:

- Learner guides & tuition
- Assessment kits
- Support throughout your course

### Course Structure

The qualification BSB50420 Diploma of Leadership and Management contains 12 Units:

Unit Code	Unit Name
BSBCMM511	Communicate with influence
BSBCRT511	Develop critical thinking in others
BSBLDR523	Lead and manage effective workplace relationships
BSBOPS502	Manage business operational plans
BSBPEF502	Develop and use emotional intelligence
BSBTWK502	Manage team effectiveness

BSBOPS505	Manage organisational customer service
BSBSLDR522	Manage people performance
BSBSTR502	Facilitate continuous improvement
BSBOPS504	Manage business risk
BSBSUS511	Develop workplace policies and procedures for sustainability
BSBTWK503	Manage meetings

Details for each of the above units of competency can be found by accessing

<http://training.gov.au/Training/Details/BSB50420>

### **Course Assessment**

During your course, you will be required to sit a range of assessments. These will include both practical and written activities and are in addition to the learning activities mentioned previously. Your trainers will provide you sufficient information prior to each assessment activity to ensure you understand your requirements.

You will also be supplied with an assessment kit for each unit of study.

Each kit provides all of the information you need to complete each assessment task.

Learning and assessment support assistance will be given to participants who experience learning difficulties.

### **Location**

Brisbane: Level 3 97 Creek St Brisbane Qld 4000

### **Contact Details**

Telephone: +61 480 123 015 and (+61) 413 703 692

Email: [info@bch.edu.au](mailto:info@bch.edu.au)

Web: <http://www.bch.edu.au/>

*Refer to the College Enrolment Form and of the College Policy & Procedure Manual for further information on the terms and conditions for enrolment and participation including course fees, refunds, equity and other related procedural matters.*