

COURSE CODE

BSB42015

COURSE

Certificate IV in Leadership and Management

ENROL TODAY

TAFENSW.EDU.AU or 131 601

WHY CHOOSE TAFE NSW?



Opens career doors. Our industry relationships lead many students directly into work with a range of employers including agencies, studios, galleries and fashion houses.



Global prospects. TAFE NSW graduates possess the technical knowledge, creative-thinking and specialised skills that are highly sought after by employers around the world.



State-of-the-art facilities. Purpose-built creative studios and industry standard software mean you will master the same tools of the trade as leading professionals.



Industry exposure. TAFE NSW partners with industry to provide you with hands-on experience through networking, sponsor programs, competitions, talks, lectures and other creative industry events.



Recognised and respected. TAFE NSW has built its reputation on delivering trusted, industry aligned and nationally recognised training for over 130 years.

Certificate IV in Leadership and Management

National Course Code: BSB42015 | TAFE NSW Code: BSB42015-01V04-19SHB-016

Qualification Level	Certificate IV
Study Type	Part Time Day
Course Start Date	23 Jul 2019
Hours Per Week	6
Duration	1 Year
Delivery Locations	Shellharbour Campus
Course Fees	<p>Subsidised Prices First Qualification: \$1,580.00 Second Qualification: \$1,850.00 Traineeship: \$1,000.00 Concession: \$240.00</p> <p>Non-subsidised Prices Full Fee: \$6,510.00</p>
Course Features	Nationally Recognised Training Traineeship Allowed This training is subsidised by the NSW Government

Course 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.

Fee Details

Depending on your previous qualifications and experience your fee may decrease from the maximum shown.

Payment by instalment may also be available. Your fee and eligibility for concession/exemption will be calculated and confirmed during the enrolment process.

This training is subsidised by the NSW Government, and as a result your fee is determined through Training Services NSW formal eligibility criteria. This criteria will determine your exact fee. Students who meet additional specified criteria, may be eligible for a concession fee or a fee exemption. In claiming the concession or exemption students will be required to supply the required evidence to support the claim in accord with the requirements of Smart and Skilled eligibility.

Payment Plans are available through TAFE NSW for Smart and Skilled eligible qualifications.

To activate your eligibility you must pay the student fee component PRIOR to commencement of the learning activity.

Units

BSBINN301	Promote innovation in a team environment
BSBLDR403	Lead team effectiveness
BSBLDR402	Lead effective workplace relationships
BSBMGT402	Implement operational plan
BSBMGT403	Implement continuous improvement
BSBRISK401	Identify risk and apply risk management processes
BSBWOR404	Develop work priorities
BSBCUS401	Coordinate implementation of customer service strategies
BSBLDR401	Communicate effectively as a workplace leader
BSBREL402	Build client relationships and business networks
BSBCUS402	Address customer needs
BSBCMM401	Make a presentation

Entry Requirements

There are no entry requirements for this qualification.

Information Sessions and more about the course

An important next step is to attend the orientation session on Tuesday 23 July 2019 from 9.30am in building G, ground floor, room 14 at TAFE NSW Shellharbour.

Students will be expected to spend approximately 8 to 10 hours per week outside the classroom on directed activities and self-directed learning, engaging in a range of activities to support the supervised learning, eg independent study, research, preparation of assessment tasks, learning support, online learning.

Students need to have technology skills to access and navigate the internet and be able to create, open and save electronic files.

You will need to complete 12 units.

Please bring paper, pens and a USB to your first class.

The expectation is that by enrolling in this qualification you commit to the time frame in which the qualification is being delivered. The proposed study schedule will be discussed and an individual training plan will be established. Should you fall behind your agreed schedule you will be required to complete additional work and learning outside scheduled class time.

Attendance

Class commences Tuesday 23 July 2019. Attendance is Tuesday 9.30am to 4.00pm for 1 year at TAFE NSW Shellharbour.

How to Enrol

Congratulations on deciding to enrol with TAFE NSW!

Enrolling with us is easy, though the exact process does depend on your course and any prerequisites that go with it.

The following steps will set you up to study with us:

Choose your course and where you want to study

Assess your eligibility

Obtain your Unique Student Identifier (USI)

If you have any queries, one of our friendly Customer Service Consultants would be happy to assist you. Call 131 601 or send us an enquiry. We can help talk you through all your options.

Career Opportunities

Sales Team Manager, Administrative Supervisor, Warehouse Team Leader, Line Manager