

CERTIFICATE IV IN LEADERSHIP AND MANAGEMENT



COURSE CODE:
BSB42015

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.

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QUALIFICATION

Certificate IV in Leadership and Management

CAREER AREA

Business and Management

TRAINING PACKAGE ENTRY REQUIREMENTS:

ENTRY REQUIREMENTS

TAFE NSW offers the Certificate IV in Leadership and Management as either a traineeship or non-traineeship, so you can create the career you want.

Non-traineeship

There are no entry requirements for non-trainees. You can enrol in this course now.

Traineeship

To be eligible for this course you must:

- Be employed and be seeking managerial skills for your role, as evidenced by a letter of support from your employer, as this course is delivered in the workplace
- Have a signed traineeship contract

Thinking about a traineeship? Enquire today.

IS THIS COURSE RIGHT FOR YOU?

To be prepared for this course, it is recommended that you:

- Are comfortable working with others and reporting to a manager or supervisor
- Are confident with technology and able to access and navigate the internet and use word processing and presentation software
- Work in industry and are seeking managerial skills to be successful in your workplace

If you need help preparing for study, contact us about your options.



NATIONALLY RECOGNISED
TRAINING

- **Traineeship Allowed**
- **Blended, Full Time, Part Time Evening, PTE Connected**

CAREER

OPPORTUNITIES

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

OVERVIEW

The nationally recognised Certificate IV in Leadership and Management equips you with the skills to provide stable leadership and manage your team in a variety of working environments. Take your career to the next level, develop transferable skills and discover your leadership style with TAFE NSW.

This is a fully government-subsidised JobTrainer course. Eligibility criteria applies.

LEARN NEW SKILLS

Through theory and practical course work, you will learn how to:

- Lead and manage a team in a range of environments and changing priorities
- Manage a virtual team in a gig economy
- Plan, organise, implement and monitor your workload and others

- Evaluate solutions to unpredictable problems

DEVELOP YOUR TALENT

Develop the personal attributes that will help you get ahead:

- Strong interpersonal and communication skills
- Build successful workplace relationships
- Manage a diverse group of people at various levels of skill
- Learn how to guide people to meet their goals

ACHIEVE YOUR GOALS

Completing this course will provide you with:

- A nationally accredited qualification at Certificate IV level
- The opportunity to take your career to the next level and find your leadership style
- The ability to communicate effectively as a workplace leader

Career opportunities:

- Team leader
- Sales team coordinator
- Leading hand
- Line manager

GROW YOUR CAREER

Take your leadership career further:

- Diploma of Leadership and Management
- Bachelor of Business with TAFE NSW Degrees
- Bachelor of Business Studies

INDUSTRY DEMAND

An increase in more diverse teams, virtual teaming and the gig economy highlight the need for leaders and supervisors to keep up with the new ways of working. With workers less likely to remain in the same job, you need transferable skills across multiple industries.

CAMPUS	STUDY MODE	START DATE	DURATION	MAX FEE IF ELIGIBLE FOR SUBSIDY	HOURS PER WEEK
TAFE Digital	Online	Anytime	18 Months	\$1,850.00	10
Albury	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Bega	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Cooma	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Cootamundra	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14

Corowa	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Deniliquin	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Dubbo, Myall Street	Blended	Anytime	38 Weeks	\$1,850.00	7.8
Finley	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Gosford	PT Evening	01 Feb 2021	36 Weeks	\$1,850.00	12.7
Goulburn	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Grafton	PT Evening	Anytime	36 Weeks	\$1,850.00	12.7
Griffith	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Hay	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Inverell	Blended	26 Feb 2021	42 Weeks	\$1,850.00	7
Leeton	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Lismore	PT Evening	Anytime	36 Weeks	\$1,850.00	12.7
Maitland	PT Evening	03 Feb 2021	36 Weeks	\$1,850.00	12.7
Meadowbank	Full Time	08 Feb 2021	17 Weeks	\$1,850.00	34
Meadowbank	PT Evening	08 Feb 2021	34 Weeks	\$1,850.00	15
Moree	Blended	Anytime	44 Weeks	\$1,850.00	6.7
Moruya	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Moss Vale	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Narrabri	Blended	11 Feb 2021	42 Weeks	\$1,850.00	7.6
Narrandera	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Nepean, Kingswood	PT Evening	23 Feb 2021	26 Weeks	\$1,850.00	15.7
Newcastle	PT Evening	03 Feb 2021	36 Weeks	\$1,850.00	12.7
Nowra	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Orange, March Street	Blended	09 Feb 2021	44 Weeks	\$1,850.00	6.7
Port Macquarie	PT Evening	02 Feb 2021	36 Weeks	\$1,850.00	12.7
Queanbeyan	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Scone Connected Learning Centre	PT Evening	03 Feb 2021	36 Weeks	\$1,850.00	12.7

Singleton Connected Learning Centre	PT Evening	03 Feb 2021	36 Weeks	\$1,850.00	12.7
St George	Full Time	09 Mar 2021	17 Weeks	\$1,850.00	26
St George	Blended	26 Apr 2021	34 Weeks	\$1,850.00	14
St. Leonards	PT Evening	08 Feb 2021	34 Weeks	\$1,850.00	15
Tamworth	Blended	17 Feb 2021	43 Weeks	\$1,850.00	7.5
Tumut	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Ultimo	PT Evening	08 Feb 2021	36 Weeks	\$1,850.00	17
Wagga Wagga	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
West Wyalong	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Western NSW multiple locations: Connected	Blended	Anytime	36 Weeks	\$1,850.00	8.2
Wollongong	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Yamba Connected Learning Centre	PT Evening	03 Feb 2021	36 Weeks	\$1,850.00	12.7
Yass	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14
Young	PTE Connected	09 Feb 2021	36 Weeks	\$1,850.00	14