BSB51915 DIPLOMA OF LEADERSHIP & MANAGEMENT

Course Outline

The BSB51915 Diploma of Leadership & Management is designed to have you:
- Develop a broad integrated understanding of how organizations work.
- Learn how you manage the tension, compromises and interdependencies between operations, accounting, marketing, information, financial and ‘people’ issues.
- Develop the ability to lead performance and change.
- Analyse, reflect and make decisions.

The BSB51915 Diploma of Leadership & Management is designed for those aspiring to middle management positions in large organizations and those who have a leadership role in small organization. Upon completion of the course, you will be able to:
- Take a senior management view on organizational objectives
- Understand management problems from a generic view point
- Make better decisions in the management of teams, projects and project requirements
- Implement work force planning and succession strategies
- Develop a sales plan
- Have acquired the abilities of inquisitive and independent learning
- Manage budgets and financial plans
- Establish and adjust the marketing mix
- Be better prepared for future higher studies at UB or else where

The program provides a standalone qualification, but may also be used as a stepping stone to further studies at a higher level.

Course Requirements

This BSB51915 Diploma of Leadership & Management is made up of 12 subjects, 4 core units and 8 elective units, as show below:

<table>
<thead>
<tr>
<th>Code</th>
<th>Core Units</th>
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<tbody>
<tr>
<td>BSBLDR501</td>
<td>Develop and use emotional intelligence</td>
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<tr>
<td>BSBLDR502</td>
<td>Lead and manage effective workplace relationships</td>
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<tr>
<td>BSBMGT517</td>
<td>Manage operational plan</td>
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<tr>
<td>BSBWOR502</td>
<td>Lead and manage team effectiveness</td>
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<table>
<thead>
<tr>
<th>Code</th>
<th>Elective Units</th>
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<tr>
<td>BSBCUS501</td>
<td>Manage Quality Customer service</td>
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<tr>
<td>BSBDIV501</td>
<td>Manage Diversity in the workplace</td>
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<tr>
<td>BSBFim501</td>
<td>Manage Budgets and Financial plans</td>
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<tr>
<td>BSBMGK510</td>
<td>Plan E-Marketing Communications</td>
</tr>
<tr>
<td>BSBPMG522</td>
<td>Undertake Project Work</td>
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<tr>
<td>BSBSSUS501</td>
<td>Develop workplace policy and procedures for sustainability</td>
</tr>
<tr>
<td>BSBWHSS501</td>
<td>Ensure a safe workplace</td>
</tr>
<tr>
<td>BSBWOR501</td>
<td>Manage Personal work priorities and professional development</td>
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Course Enquiries
Academies Australasia Polytechnic
Level 7, 628 Bourke St,
Melbourne, VIC 3000, Australia
Phone: +613 8610 4100
Email: enquiries@aapoly.edu.au

Assessment and Fees
A range of assessment tasks will be undertaken which may include written reports, essays, assignments, case studies, tests, group projects, oral presentations and formal examinations. The course outline provides specific guidelines on assessments for this program.

Student Support
A range of student services will be available to enrolled students at AAPoly, including welfare and academic counselling and learning resource material. For further information contact the Academic Support Department at AAPoly.

Learning Facilities & Resources
AAPoly has a range of facilities and resources for students including computer labs, study space, meeting rooms, access to the City libraries as well as AAPoly library on Level 7 at the Bourke Street campus.

Further Information
The commencement of any program is always subject to funding and class sizes. While the information provided in this publication is correct at the time of going to press, AAPoly reserves the right to alter any course, procedure or fee. Students are advised to check for any amendments prior to enrolment.

Application Method
Submit an application form to:
Academies Australasia Polytechnic
Level 7, 628 Bourke St,
Melbourne, VIC 3000, Australia.
Form may be downloaded at www.aapoly.edu.au

Career Opportunities
Job roles and titles vary across different industry and public sectors. Sample job titles relevant to this qualification may include:
- Area Manager
- Regional Manager
- Department Manager

Recognition of Prior Learning
RPL assesses your current skills and knowledge against the learning outcomes of a course or units, regardless of how and where the learning occurred. Competencies may have been attained through: study, work experience and general life experience activities.
AAPoly is obliged to recognize the AQF qualifications and statements of attainment issued by other registered training organizations. For further details email enquiries@aapoly.edu.au

Entry Requirements:
For International Students, the following are mandatory requirements:
- Be at least 18 years of age
- English level at IELTS 5.5 or above (with no bands lower than 5.0) or PTE Academic Score of 42 or higher (with no section lower than 36).
- Have successfully completed Australian Year 12 or equivalent.

For Domestic Students, direct applications are accepted.
- Have successfully completed Australian Year 12 or equivalent.
- Students without formal qualifications may submit a resume detailing working experience, supported by references from employers.

Nationally Accredited Qualification in Australia

University Pathways

Updated on 07 June 2017