



The Diploma of Leadership and Management will provide you with leadership skills to effectively manage teams, improve workplace relationships, manage human resources and contribute to strategic and business planning across a range of enterprises. You will develop skills in project planning, budgeting, people performance and managing team effectiveness for business improvement.

The Diploma of Leadership and Management reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts. Individuals at this level display initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others. They use communication skills to support individuals and teams to meet organisational or enterprise requirements. They plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

### Example Job Roles

Business Manager, General Manager, Sales Manager, Team Leader, Frontline Manager

## FACE-TO-FACE SCHEDULE

This course is scheduled as:

- 52 weeks | 20 hours per week | 4 terms | 10 week terms (plus term breaks)

We recommend that learners set aside between 5–7 hours per week for homework, reading and assessment tasks.

For scheduled course dates please contact: [international@alanakaye.edu.au](mailto:international@alanakaye.edu.au).

## PATHWAYS

Students can enter directly into BSB51915 Diploma of Leadership and Management without prior qualifications.

Students may choose to enrol into a double diploma with BSB61015 Advanced Diploma of Leadership and Management or BSB50615 Diploma of Human Resource Management.

## INVESTMENT

Application Fee (Non-Refundable)*	A\$	300.00
Resource Fee	A\$	200.00
Tuition Fee	A\$	6,000.00
<b>Total</b>	<b>A\$</b>	<b>6,500.00</b>

Tuition Fee per Term	A\$	1,500.00
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Recognition of Prior Learning per Unit of Competency	A\$	500.00
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### Inclusions:

- Course learning and assessment material
- Qualified industry expert trainer
- Student support
- Coffee and tea
- Certification upon successful completion



## COURSE OUTLINE

This qualification is made up of 12 units of competency (subjects):

- **6 Core units** – Units you must complete as part of the qualification
- **6 Elective units** – Alana Kaye College have chosen the elective units that we believe are the most beneficial and relevant to the majority of students

Code	Core Units
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

Unit Code	Elective Units
BSBHRM522	Manage employee and industrial relations
BSBHRM524	Coordinate workforce plan implementation
BSBLDR522	Manage people performance
BSBHRM415	Coordinate recruitment and onboarding
BSBSTR502	Facilitate continuous improvement
BSBWHS521	Ensure a safe workplace for a work area