



Advance Institute of Business

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Course Outline for BSB50420 Diploma of Leadership and Management

BSB50420 Diploma of Leadership and Management is designed to advance supervisors or middle managers to the responsibilities of management roles. With the latest theories and practical approaches to management, you will explore the critical capabilities that make an effective manager.

Upgrade your career with this high-level qualification. This course will give you the skills you need to seek employment in a managerial role across a broad range of industries.

According to the Australian Government's Job Outlook service, demand for office management roles is expected to experience stable growth over the next five years. This is a very large occupation with job opportunities available across a number of industries including construction, professional services, and education and training.

Throughout this course you will be mentored in team leadership and management, discover how to utilise emotional intelligence to maximise team outcomes, and learn how to develop and implement an operational plan to facilitate effective workplace practices. Our highly-experienced team of industry leaders will give you the guidance you need to succeed in your studies and beyond.

Successful completion of this course will give you the specialised skills to manage teams across a range of departments and industry sectors. You will also get the knowledge you need to undertake further studies in your field.

This course is nationally recognised through our Registered Training Organisation partner Skills Recognition International (RTO 32373).

INDUSTRY JOBS

Area Manager, Business Manager, Department Manager, Human Resources Manager, Regional Manager, Sales Team Manager

DURATION

Individuals undertaking this qualification as a self-paced learning may take 1-18 months.

DELIVERY METHOD

Online (Some tasks may require practical application and evidence)

This course is Australian accredited, and can be studied completely online from anywhere in the world.

RECOGNITION OF PRIOR LEARNING (RPL)

RPL available (partial and full)

ENTRY REQUIREMENTS

Literacy and Numeracy (LLN) level 3

PACKAGING RULES

Total number of units = 12

6 core units, plus 6 elective units

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

ELECTIVE UNITS:

- SBFIN501 Manage budgets and financial plans
- BSBOPS501 Manage business resources
- BSBPEF501 Manage personal and professional development
- BSBSTR502 Facilitate continuous improvement
- BSBSUS511 Develop workplace policies and procedures for sustainability
- BSBWHS521 Ensure a safe workplace for a work area

