

BSB61015 Advanced Diploma of Leadership and Management

Course Overview:

This is a high-level qualification and ideal for learners with considerable workplace experience and ideally at least two years' leadership and management responsibility. This course will provide you with skills in leadership, change management, financial management, human resources, business and strategic planning.

The Advanced Diploma of Leadership and Management reflects the role of individuals who apply specialised knowledge and skills, together with experience in leadership and management. Individuals at this level use initiative and judgement to plan and implement a range of leadership and management functions, with accountability for personal and team outcomes within broad parameters.

Distance Learning:

Distance learning students can choose their electives and timeframe for completion of training. Timeframes will be negotiated with the trainer but the Australian Qualification Framework (AQF) suggests that a student should complete this qualification between six months to two years. A My Qualification Plan (MQP) and Training Plan (TP) will be put in place to assist through the learning program.

Entry Requirements:

There are no entry requirements for this qualification. However, it is expected that students will have existing knowledge, skills or experience in leadership/ management. Students will need appropriate language, literacy and numeracy skills to complete the training and assessment requirements.

Recognition of Prior Learning (RPL):

You can apply for RPL if you have the knowledge and skills gained through work, formal study, volunteering, informal or formal training, social activities or general life experiences. If you feel that you may qualify for RPL, please contact our office for further information about the process to demonstrate your experience and knowledge.

Flexible Delivery Modes:

Alana Kaye provides a number of options for flexible delivery of qualifications. These include a variety of different methods of training such as face-to-face workshops, distance learning, Recognition of Prior Learning (RPL) or mixed delivery. Selection of elective units can also be tailored to individual requirements following discussions with the Alana Kaye team.

Investment:

Enrolment Fee	\$400.00
Course Fee	\$6,800.00
Recognition of Prior Learning	\$180.00 per unit

Students are responsible for the purchase of text book/s relevant to this qualification. Payment plans are available.

Inclusions:

- Course learning and assessment material (excluding text book/s)
- Coffee and tea
- Certification upon successful completion.

Payment Plans:

Alana Kaye believes that everyone should have access to quality education, which is why we have a range of payment options to choose from.

Up-front Payment:

Available for each of our courses, up-front payment includes all course costs, which are paid in full at the time of enrolment. You can pay via VISA, MasterCard or bank deposit.

Instalment Plan:

Your total course costs are calculated and split across a regular number of payments. This requires an initial deposit (Enrolment Fee) and the cost for the first unit to be paid up front. Students are then required to pay for the next required unit before commencement. The Qualification will not be awarded until all payments are received.

Relevant Job Roles:

- Senior Administrator
- Senior Executive
- Area Manager
- Department Manager
- Regional Manager

Face-to-Face Schedule:

- 12 x 1 day workshop scheduled monthly apart
- The face-to-face program has rolling intake
- In addition, students will need to complete homework and work-based activities
- For scheduled course dates, please contact Alana Kaye on 1300 25 26 25 or email training@alanakaye.edu.au

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Pathways:

Students may enter directly into the Advanced Diploma of Leadership and Management without prior qualifications. If a student wishes, they may choose to undertake the Diploma in Leadership and Management prior to this course.

On successful completion of this course, students may choose to progress to a graduate level qualification in leadership/management.

Course Outline:

This qualification comprises of 12 units of competency (subjects).

Units of competency can either be:

- Core units – units you must complete as part of the qualification and
- Elective units – elective units are the units that you choose to be most suitable for your learning needs

For our face-to-face workshops, we have chosen the elective units that we know are most beneficial and relevant to the majority of our students. These are the ones listed below. If you would like to study different elective units, please contact Alana Kaye to discuss the options available for flexible delivery.

The BSB61015 Advanced Diploma of Leadership and Management has 4 core units plus 8 elective units of which:

- 4 elective units must be selected from the listed elective units
- 4 elective units may be selected from the listed electives or from any currently endorsed Training Package or accredited course at Advanced Diploma level

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

Unit Code	Core Units	Face-to-Face	RPL	Distance
BSBFIM601	Manage finances	✓	✓	✓
BSBINN601	Lead and manage organizational change	✓	✓	✓
BSBMGT605	Provide leadership across the organization	✓	✓	✓
BSBMGT617	Develop and implement a business plan	✓	✓	✓

Unit Code	Elective Units	Face-to-Face	RPL	Distance
BSBDIV601	Develop and implement diversity policy	✓	✓	✓
BSBHRM602	Manage human resources strategic planning	✓	✓	✓
BSBMGT608	Manage innovation and continuous improvement	✓	✓	✓
BSBMGT615	Contribute to organization development	✓	✓	✓
BSBMGT616	Develop and implement strategic plans	✓	✓	✓
BSBMKG609	Develop a marketing plan	✓	✓	✓
BSBRISK501	Manage risk	✓	✓	✓
BSBSUS501	Develop workplace policy and procedures for sustainability	✓	✓	✓

Enrol now

Click on the Enquire Now button on our website to download an enrolment form. Please contact our office for further information about this course.