



PIVOT
institute

training excellence



NATIONALLY RECOGNISED
TRAINING

BSB50420

DIPLOMA OF LEADERSHIP & MANAGEMENT

The Diploma of Leadership & Management is a Nationally Accredited Course which provides graduates with the skills and knowledge required to perform effectively as a manager, team leader or supervisor managing a workplace. Graduates of the Diploma of Leadership & Management will have gained knowledge and awareness of management practices, an understanding of the dynamics and principles underlying effective functioning of work groups, as well as the necessary skills to competently function within small and/or large organisations.

Target Group

This qualification is suitable for managers or aspiring managers to undertake quality training in the core competencies of management and leadership.

Entry Requirements

- Working in, or aspiring to work in, a supervisory role.
- Solid language, literacy and numeracy skills.
- Computer literacy.

Pre-requisites

None.

Methods of Delivery

- Customised programs.
- Supported distance delivery
- Self-paced online

Cost

\$4200 (gst free).

Duration

Average completion of the course is 18 months. Training duration will depend on the individual (their skills, knowledge and experience).

Outcome

Nationally Recognised Qualification.

Usage Recommendation: Current





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WHO SHOULD DO THIS QUALIFICATION?

The Diploma of Leadership & Management reflects the role of individuals who are engaged to manage the work of others or to add value to or review management practices. Their role may be in any industry or organisational setting.

The Diploma of Leadership & Management requires a sound theoretical knowledge base and managerial competencies to plan, carry out and evaluate own work and/or the work of a team.

ABOUT THE PROGRAM

BLOCK 1 - MANAGING YOURSELF & OTHERS

BSBPEF501 - Manage Personal Work Priorities and Professional Development

22 - 14 Feb 2021

BSBLDR522 - Manage People Performance

BSBTWK503 - Manage Meetings

BLOCK 2 - CONTINUOUS IMPROVEMENT, TEAMS & CUSTOMER SERVICE

BSBTWK502 - Manage Team Effectiveness

17 - 19 May 2021

BSBLDR411 - Demonstrate Leadership in the Workplace

BSBSTR502 - Facilitate Continuous Improvement

BLOCK 3 - COMMUNICATION, PLANNING AND CRITICAL THINKING

BSBCMM511 - Communicate with Influence

19 - 21 Jul 2021

BSBOPS502 - Manage Business Operational Plans

BSBCRT511 - Develop Critical Thinking in Others

BLOCK 4 - MANAGING RISK, WORKPLACE RELATIONSHIPS & DEMONSTRATING EI

BSBOPS504 - Manage Business Risk

8 - 10 Nov 2021

BSBPEF502 - Develop and Use Emotional Intelligence

BSBLDR523 - Lead and Manage Effective Workplace Relationships

DELIVERY METHODS

SUPPORTED DISTANCE DELIVERY

Here at The Pivot Institute, we are leaders in the field with our own Pivot Online Learning System (POLS). This platform provides participants with all learning materials, resources and online classroom opportunities to cover the content in the Diploma. Participants will be enrolled and set-up on POLS, where they will attend virtual classrooms with industry leading facilitators. Printed workbooks, assessment documentation and all resources are provided and posted to students. Participants receive regular facilitator contact to support them throughout the completion of the program.

ONLINE SELF-PACED DELIVERY

Online self-paced participants will be enrolled on to our leading online learning platform; The Pivot Online Learning System (POLS). This platform provides participants with all necessary learning and assessment content and resources to complete the Diploma and takes them on a self-paced learning journey through the program utilising topic areas and interactivity. Printed workbooks, assessment documentation and all resources are provided and posted to students. Participants receive regular facilitator contact to support.

RECOGNITION OF PRIOR LEARNING

RPL is an assessment process that enables an applicant to gain recognition of skills and knowledge regardless of how they were achieved. This may include formal or informal learning, work experience, or general life experience. Where RPL is granted you do not have to participate in further training and assessment for skills and knowledge that you already possess.

