

# BSB40520 - Certificate IV in Leadership and Management



Current qualification

## Overview

This qualification reflects the role of individuals working as developing and emerging leaders and managers in a range of enterprise and industry contexts.

As well as assuming responsibility for their own performance, individuals at this level are likely to provide leadership, guidance and support to others. They may also have some responsibility for organising and monitoring the output of teams.

They apply solutions to a defined range of predictable and unpredictable problems, and analyse and evaluate information from a variety of sources.

## Licensing/Regulatory Information

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

## Entry Requirements

There are no specific academic entry requirements for this qualification.

Applicants for the Certificate IV in Leadership and Management are expected to:

- Be able to use a personal computer, including basic word processing, spreadsheet, email programs and internet search engines
- Have a demonstrated capacity in learning, reading, writing, oracy and numeracy competencies to Level 4 of the Australian Core Skills Framework (ACSF). See [Australian Core Skills Framework](#).

The above requirements could be demonstrated by applicants in a variety of ways such as:

- Having completed secondary school to year 12;
- Successful employment in a position that required use of computers in an office situation;
- Verified references from an employer indicating that the applicant has demonstrated the above requirements in their workplace;
- Via an interview process that assesses the applicant's skills.

## Work Placement Requirements

Not required

## Licensing Requirements

Not required

## Other Course Requirements

External students require access to a computer and internet access

## Course Length

Course length is 24 months

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## Course Locations

Online

## Delivery Modes Available

- Online delivery

## Course Fees

Total course cost \$3,500.00

## Packaging Rules

Total number of units = 12

5 core units plus

7 elective units, of which:

4 units must be selected from Group A

3 units may be additional units selected from Groups A and B

if not listed, up to 2 units may be selected from a Certificate IV or above, from this or any other currently endorsed Training Package qualification or accredited course.

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.

## Units

BSBLDR411	Demonstrate leadership in the workplace
BSBLDR413	Lead effective workplace relationships
BSBOPS402	Coordinate business operational plans
BSBXC401	Apply communication strategies in the workplace
BSBXTW401	Lead and facilitate a team
BSBLDR412	Communicate effectively as a workplace leader
BSBLDR414	Lead team effectiveness
BSBWHS411	Implement and monitor WHS policies, procedures and programs
BSBOPS403	Apply business risk management processes
BSBPEF402	Develop personal work priorities
BSBST502	Facilitate continuous improvement
BSBSUS411	Implement and monitor environmentally sustainable work practices

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## Pathways



## Questions

If you have any questions regarding this course or would like to enrol, please contact us on:

Phone: 1300 885 697

Email: [trainingpartnerships@ceg.net.au](mailto:trainingpartnerships@ceg.net.au)