

BSB40520

Certificate IV in Leadership and Management

COURSE INFORMATION

STUDY
ONLINE!

This course is designed to help you to get ahead!

When you complete the Certificate IV in Leadership and Management, you'll have the confidence and specialised skills to manage people and resources to ensure timely business outcomes.

This qualification has a core focus in workplace relationships and leading and facilitating a team.

You will develop specialised knowledge which includes communicating effectively as a workplace leader, implementing operational plans, and leading effective workplace relationships.

Successfully completing this program will provide you with technical skills that can be applied to many management and leadership roles.

**Contact us on (07) 5334 9922 or
training@looknowtraining.edu.au**





Units

You are required to complete 12 units (5 core units plus 7 elective units) as per the standard course outline below.*

CORE

BSBLDR411	Demonstrate leadership in the workplace
BSBLDR413	Lead effective workplace relationships
BSBOPS402	Coordinate business operational plan
BSBXCM401	Apply communication strategies in the workplace
BSBXTW401	Lead and facilitate a team

ELECTIVE

BSBWHS411	Implement and monitor WHS policies, procedures and programs
BSBLDR412	Communicate effectively as a workplace leader
BSBLDR414	Lead team effectiveness
BSBPEF402	Develop personal work priorities
BSBSTR401	Promote innovation in team environments
BSBWRT411	Write complex documents
BSBTWK401	Build and maintain business relationships

* Electives subject to change.

Entry Requirements

There are no entry requirements to this qualification.

Prior to enrolling your proficiency in language, literacy and numeracy will be assessed to determine any support requirements.

Course Price

\$2850

Payment Options

We have a variety of payment plans to suit all budgets including fortnightly or monthly credit card payments over the course duration.

Please contact us to discuss your options.

Please note: Once you have completed your studies, fees must be paid in full prior to Look Now Training issuing your Statement of Attainment.





How to Enrol:

Applications for this course can be made by contacting Look Now Training:

 (07) 5334 9922

 training@looknowtraining.edu.au

looknow.edu.au

NATIONALLY RECOGNISED TRAINING.