



NATIONALLY RECOGNISED  
TRAINING



**Peopleistic**



# DIPLOMA OF LEADERSHIP AND MANAGEMENT

## Overview:

This practical qualification is designed for leaders and managers who oversee teams and need to have a good working knowledge of organisational practices.

## Entry Requirements

There are no pre-course entry requirements for this training. The course is designed for board directors, managers and leaders.

## Assessment Requirements

The assessment requirements are based on essay questions, workplace evidence and third party verification.

## Training Delivery Options

This course is provided as either:

- 6-day Face-to-Face training + assessment
- Online training + assessment
- Customised training (Blended learning)



**Business Education  
Institute**

Registered Training Organisation Number 51900

## Course Design

This course has 12 competency units:

### 4 Core Competency Units

BSBLDR502	Lead and manage effective workplace relationships
BSBLDR501	Develop and use emotional intelligence
BSBWOR502	Lead and manage team effectiveness
BSBMGT517	Manage operational plan

### 8 Elective Units (Public Course)

BSBWOR501	Manage Personal Work Priorities and Professional Development
BSBHRM405	Support the recruitment, selection and induction of staff
BSBFIM501	Manage budgets and financial plans
BSBRISK501	Manage risk
BSBADM502	Manage meetings
BSBCUS501	Manage quality customer service
BSBSLS502	Lead and manage a sales team
BSBSUS501	Develop workplace policy and procedures for sustainability

### 2 Alternate Electives (Online Course)

BSBPMG519	Manage project stakeholder engagement
BSBPMG516	Manage project information and communication

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