

QUALIFICATION OUTLINES

BSB42015 Certificate IV in Leadership and Management

At the completion of this qualification the individual will have gained the skills and knowledge to support a frontline position with some leadership and guidance responsibility for self and others in a variety of industry contexts.

12 units

- ▶ 4 core units
 - ▶ 8 elective units
- 4 units must be selected from Group A
4 Additional units selected from Group B and/or elective option

Core Units (compulsory)	
BSBLDR401	<input type="checkbox"/> Communicate effectively as a workplace leader
BSBLDR402	<input type="checkbox"/> Lead effective workplace relationships
BSBLDR403	<input type="checkbox"/> Lead team effectiveness
BSBMGT402	<input type="checkbox"/> Implement operational plan
Electives	
Group A (All 4 units are compulsory)	
BSBINN301	<input type="checkbox"/> Promote innovation in a team environment
BSBMGT403	<input type="checkbox"/> Implement continuous improvement
BSBRSK401	<input type="checkbox"/> Identify risk and apply risk management processes
BSBWOR404	<input type="checkbox"/> Develop work priorities
Group B (Select 4 or 3 plus elective option below)	
BSBCUS402	<input type="checkbox"/> Address customer needs
BSBINM401	<input type="checkbox"/> Implement workplace information system
BSBMKG413	<input type="checkbox"/> Promote products and services
BSBPMG522	<input type="checkbox"/> Undertake project work
BSBSUS401	<input type="checkbox"/> Implement and monitor environmentally sustainable work practices
Elective	
BSBLDR501	<input type="checkbox"/> Develop and use emotional intelligence