



DIPLOMA OF LEADERSHIP AND MANAGEMENT
KUNUNURRA – COURSE OVERVIEW

Program Scope and Delivery Structure

The BSB50420 Diploma of Leadership and Management qualification is the premier program for those employees holding, or seeking to enter, program coordinator, supervision or middle management roles within an organisation. The course is comprehensive, addressing all key aspects of leadership and management challenges faced by professional supervisory and management personnel.

The Diploma of Leadership and Management qualification has been recently updated and set out below is the revised unit outline.

Code	Unit	Unit Type
BSBCMM511	Communicate with influence	Core
BSBCRT511	Develop critical thinking in others	Core
BSBLDR523	Lead and manage effective workplace relationships	Core
BSBOPS502	Manage business operational plan	Core
BSBPEF502	Develop and use emotional intelligence	Core
BSBTWK502	Manage team effectiveness	Core
BSBHRM415	Coordinate recruitment and onboarding	Elective
BSBLDR522	Manage people performance	Elective
BSBPEF501	Manage personal and professional development	Elective
BSBTWK503	Manage meetings	Elective
BSBTWK501	Lead diversity and inclusion	Elective
BSBCMM411	Make a presentation	Elective

The program has been contextualised to Wunan and aligned businesses and organisations operating in the East Kimberley. It is designed to be delivered in a blended learning mode through a combination of face-to-face classroom delivery and self-paced learning, with support systems in place locally (through Wunan) and remotely by the VTS Trainer.

Where possible and appropriate, assessments for units will be linked to existing Wunan (or sponsoring employer) programs, projects or initiatives, such that the participant's assessment is contributing to work that would be undertaken anyway.

The program is designed in five modules, each comprising 2 – 3 units of competency, with each module delivered face-to-face over a three day block. The delivery blocks are scheduled approximately 10 weeks apart, with two review / support sessions programmed between blocks.

The proposed schedule is set out below.

Please note, the dates provided are notional and will be confirmed with participants during the initial group session.

Module	Dates	Agenda / Units of Competency	Delivery Mode	Trainer
Prep	15 Nov	Introduction and enrolment session – participants to attend one option only	VC	Bronwyn / Matt
	19 Nov		VC	
1	30 Nov – 2 Dec	Introduction to Leadership and Management BSBCMM511 Communicate with influence BSBCMM411 Make presentations BSBLDR523 Lead and manage effective workplace relationships	F2F (KNX)	Bronwyn
	~ 13 Jan	Check In 1	VC	
	~24 Jan	Check In 2	VC	
2	15-17 Feb	BSBHRM415 Coordinate recruitment and onboarding BSBLDR522 Manage people performance BSTWK503 Manage meetings	F2F (KNX)	Bronwyn
	21 Mar	Check In 3	VC	
	25 Mar	Check In 4	VC	
3	3-5 May	BSBOPS502 Manage business operational plans BSBTWK502 Manage team effectiveness	F2F (KNX)	Bronwyn / Matt
	30 May	Check In 5	VC	
	3 Jun	Check In 6	VC	
4	21-23 Jun	BSBCRT511 Develop critical thinking in others BSBPEF502 Develop and use emotional intelligence BSBTWK501 Lead diversity and inclusion	F2F (KNX)	Bronwyn
	1 Aug	Check In 7	VC	
	5 Aug	Check In 8	VC	
5	30 Aug – 25 Sep	BSBPEF501 Manage personal and professional development Program Summary and Wrap Up Finalise outstanding assessments (half-day workshop)	F2F (KNX)	Bronwyn
	19 Sep	Check In 9	VC	
	23 Sep	Check In 10	VC	
	19 Nov	Final date for assessment submission		