

## BSB40520 Certificate IV in Leadership and Management

Aspire Performance Training offers the **CERTIFICATE IV IN LEADERSHIP AND MANAGEMENT**.

Students are required to complete 12 units. There are no pre-requisite or co-requisite units for this qualification. All 12 units must be completed to attain the full qualification. Where only some units of competency are achieved, a statement of attainment will be issued. This qualification forms part of the Business Services Training Package BSB.

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 provide leadership, guidance, and support to others. They also have some responsibility for organising and monitoring the output of their team.

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

Preferred pathways for candidates considering this qualification include:

- BSB30120 Certificate III in Business or other relevant qualifications

**OR**

- with vocational experience in a supervisory role but no formal qualification.

At this level frontline managers provide leadership and guidance to others and take responsibility for the effective functioning and performance of the team and its work outcomes.

The units of competency that make up this qualification are: **5 core units** from the core units listed below plus **7 elective units**.

### Core Units:

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

**Elective Units:**

National Code	National Title
BSBCMM412	Lead difficult conversations
BSBSTR401	Promote innovation in team environments
BSBWHS411	Implement and monitor WHS policies, procedures, and programs
BSBPEF402	Develop personal work priorities
BSBCRT411	Apply critical thinking to work practices
BSBLDR412	Communicate effectively as a workplace leader
BSBLDR414	Lead team effectiveness

It is highly recommended that participants view [www.training.gov.au](http://www.training.gov.au) for detailed information on packaging arrangements.

### INVESTMENT

#### BSB40520 Certificate IV in Leadership and Management

Full Fee Cost	\$4,000.00
Funded Concession	\$582
Funded Non-Concession	\$1,950

The student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as Student service and resource fees.

### NEXT STEPS

For any questions or communication regarding enrolments:

- **Phone:** (08) 6460 0965
- **Email:** [enrolments@aspirept.com.au](mailto:enrolments@aspirept.com.au)