



AUSTRALIAN
SALESMASTERS
TRAINING CO

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BSB40520

Certificate IV in Leadership and Management

Course Overview:

BSB40520 - Certificate IV in Leadership and Management is a nationally recognised course that provides participants with the skills and knowledge required to lead and manage teams effectively. The course covers a range of topics related to leadership, management, and organisational behaviour.

Entry requirements:

- ▶ There are no entry requirements for this qualification. You can enrol today.
- ▶ This course is offered as a Traineeship and Smart and Skilled Funded Program. Enquire today to check the eligibility requirements.

Learning outcomes:

The course is designed to help you develop a range of skills and knowledge that are essential for success in leadership and management roles. Some of the key learning outcomes of the course include:

- ▶ Developing strong leadership and management skills
- ▶ Understanding the importance of effective communication and developing the ability to communicate with team members, stakeholders, and customers
- ▶ Developing the ability to analyse organisational behaviour and develop strategies for improvement
- ▶ Learning how to lead and manage a team in various environments
- ▶ Understanding how to promote team cohesion
- ▶ Demonstrating leadership through your own behaviour and high standards of conduct
- ▶ Coordinating business operational plans
- ▶ Monitoring operational performance

Course outcomes:

Upon successful completion of the course, you will receive a nationally recognised qualification that will help you advance your career in leadership and management roles. The course will provide you with the skills and knowledge necessary to lead and manage teams effectively in any industry. Potential career pathways may include roles like office manager, team leader, supervisor, line manager, leading hand and frontline leader.



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Course Details:

The BSB40520 - Certificate IV in Leadership and Management is a comprehensive course that covers a range of topics related to leadership and management. The course is divided into a series of units, including both core and elective units. The course is designed to be flexible, allowing you to choose electives that align with your career goals or organisational needs.

Total Number of Units = 12 | 5 Core units plus | 7 elective units | Course Duration: 12 months

The course is designed to be completed in 12 months, with the flexibility to complete it at your own pace. The duration of the course may vary depending on your individual circumstances and the mode of delivery.

Delivery modes:

We offer a range of delivery modes to suit your individual needs, including online, face-to-face, and blended learning. Our online learning platform provides you with the flexibility to complete the course at your own pace, while our face-to-face and blended learning options provide you with the opportunity to interact with your peers and gain valuable practical experience.

Assessments:

Participants undertaking this course must complete a variety of assessments for each accredited unit as part of their competency evaluation and evidence-gathering process. Assessments can include activities, knowledge tests, workplace-related projects, workplace observations, role plays and supervisor sign-offs.

Your experience counts:

At ASTC, we recognise your previous study and work experience. You can apply for recognition of prior learning or a credit transfer with any of our courses. If you are successful, you will be able to get your qualification faster.

Pathways:

Upon completion of the BSB40520 - Certificate IV in Leadership and Management, you may choose to continue your education and undertake further studies by enrolling in a higher-level course, such as the Diploma of Leadership and Management or the Advanced Diploma of Leadership and Management. These courses will provide you with the advanced skills and knowledge necessary to take on more challenging and rewarding leadership and management roles in any industry.



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