



## BSB51107 Diploma of Management (Version 4, Superseded)

This qualification reflects the role of individuals who are engaged to manage the work of others or to add value to or review management practices. Their role may be in any industry or organisational setting. Typically people in these roles will have considerable experience in their respective industries or vocational areas and combine an informed perspective of specific work requirements with their managerial approaches. The qualification requires a sound theoretical knowledge base and managerial competencies to plan, carry out and evaluate own work or the work of a team..

### Who will benefit from this program?

Ideal candidates for this course are Business Owners, Employees identified as part of a leadership pipeline, Divisional Managers, Area Managers, Site Supervisors or anyone wishing to fast track their career and improve their knowledge and Management skills.

### Course content and delivery strategy

The course duration is 12 months.  
To achieve this qualification a student must complete a total of **8 units**.  
Available nationally, delivery is flexible to suit you through a blended combination of online sessions, and workplace based assessments.

### Team Management Profile (TMP)

Knowing your work preferences and the preferences of your colleagues are critical in developing effective engagement and communications. Knowing your preferences will help you identify the type of work and career where you are most likely to excel. It helps you understand where you can make the best contribution to different teams. And it gives you a greater understanding of how to lead and interact more effectively with your team.

Team Management Profile is included in the delivery of the VET unit of study Manage Self and Teams. A 51 page personal report is based on the responses to the TMP questionnaire, this constructive, work based information outlines an individual's strengths that they are able to bring to the team. It is this strengths based approach to work that sees the largest and most robust of changes implemented as a result of the program.

### Manage Self and Teams - MGT01

- BSBWOR501B Manage personal work priorities and professional development
- BSBWOR502B Ensure team effectiveness

### Manage Quality - MGT02

- BSBCUS501C Manage quality customer service
- BSBMGT516C Facilitate continuous improvement

### Manage Risk and Workforce Planning - MGT03

- BSBRSK501B Manage risk
- BSBHRM513A Manage workforce planning

### Manage Employees - MGT04

- BSBHRM405A Support the recruitment, selection and induction of staff
- BSBWRK510A Manage employee relations

### VET FEE HELP

For more information on VET FEE-HELP and your eligibility please contact our helpful team or access this document online:

**VET FEE-HELP information for 2015 booklet - Study Assist**