

Certificate IV in Leadership and Management BSB42015

Develop your knowledge and experience and gain contemporary leadership and management skills applicable to a range of enterprise and industry contexts.

The Certificate IV is designed for individuals seeking to develop their skills as emerging leaders and managers in a range of enterprise and industry contexts. Learn the skills you need to help provide guidance and support to others and effectively organise and monitor the output of your team.



Be challenged to apply solutions to a defined range of predictable and unpredictable problems, and analyse and evaluate information from a variety of sources applicable to your workplace.

The following 12 nationally recognised units are completed at Jenard Training in Hobart as incentre workshops:

BSBLDR401 Communicate effectively as a workplace leader

BSBLDR402 Lead effective workplace relationships

BSBLDR403 Lead team effectiveness

BSBMGT402 Implement operational plan

Up to four of the following units may be replaced by any of the units in Group A on the following page and completed as self-paced:

BSBINN301 Promote innovation in a team environment

TAEDEL404A Mentor in the workplace

BSBMGT403 Implement continuous improvement

BSBWOR404 Develop work priorities

Up to four of the following units may be replaced by any of the units on the following page and completed as self-paced:

BSBSUS401 Implement and monitor environmentally sustainable work practices

BSBRISK401 Identify risk and apply risk management processes

BSBMGT401 Show leadership in the workplace

BSBLED401 Develop teams and individuals

For more information:

Packaging Rules

Total number of units = 12;

4 core units **plus** 8 elective units:

- 4 elective units must be selected from Group A
- 4 elective units may be additional units selected from Group A or Group B
- if not listed below, 1 unit may be from another qualification in the BSB training package.

Group A

BSBFIA402 Report on financial activity

BSBINN301 Promote innovation in a team environment

BSBLDR404 Lead a diverse workforce

BSBMGT403 Implement continuous improvement

BSBRELE402 Build client relationships and business networks

BSBRISK401 Identify risk and apply risk management processes

BSBWHS401 Implement and monitor WHS policies, procedures and programs to meet legislative requirements

BSBWOR404 Develop work priorities

TAEDEL404A Mentor in the workplace

Group B

BSBADM409 Coordinate business resources

BSBCMM401 Make a presentation

BSBCOM406 Conduct work within a compliance framework

BSBCRT401 Articulate, present and debate ideas

BSBCUS401 Coordinate implementation of customer service strategies

BSBCUS402 Address customer needs

BSBCUS403 Implement customer service standards

BSBINM401 Implement workplace information system

BSBINT401 Research international business opportunities

BSBIPR401 Use and respect copyright

BSBIPR403 Protect and use brands and business identity

BSBLED401 Develop teams and individuals

BSBMGT401 Show leadership in the workplace

BSBMGT404 Lead and facilitate off-site staff

BSBMGT407 Apply digital solutions to work processes

BSBMKG413 Promote products and services

BSBPMG522 Undertake project work

BSBRES401 Analyse and present research information

BSBSUS401 Implement and monitor environmentally sustainable work practices

BSBWRT401 Write complex documents