

## BSB51915 Diploma of Leadership and Management

### Group A Timetable: 2018 – 2019

A total of 12 units of competency must be successfully completed to gain this qualification

*\*(c) indicates a mandatory core unit; (e) indicates an elective unit*

*All workshops are from 9.15 am to 3.30 pm*

BSBMGT517 Manage operational plan (c)	Tue 14 Aug 2018
BSBHRM513 Manage workforce planning (e)	Tue 18 Sept 2018
BSBHRM405 Support the recruitment, selection and induction of staff (e)	Tue 23 Oct 2018
BSBHRM512 Develop and manage performance-management processes (e)	Tue 20 Nov 2018
Program review, learner progress meetings	
BSBLED501 Develop a workplace learning environment (e)	Tue 19 Feb 2019
BSBADM502 Manage Meetings (e)	Tue 26 March 2019
BSBPMG522 Undertake project work (e)	Tue 30 April 2019
Program review, learner progress meetings	
BSBRISK501 Manage risk (e)	Tue 18 June 2019
BSBMGT516 Facilitate continuous improvement (e)	Tue 24 July 2019
BSBLDR501 Develop and use emotional intelligence (c)	Tue 27 August 2019
Program review, learner progress meetings	
BSBLDR502 Lead and manage effective workplace relationships (c)	Tue 1 Oct 2019
BSBWOR502 Lead and manage team effectiveness (c)	Tue 5 Nov 2019

*It is preferable that participants are currently employed in a senior capacity where they can practise and demonstrate their new skills as part of the formal assessment process.*

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