

Do you need a change?

Do you like a challenge?

Do you want to make a difference?

If you answer **yes** to any of these questions this is the course for you

- * Participants will gain knowledge and skills in leadership and management.
- * Be able to plan, design, apply and evaluate solutions to problems.
- * Show initiative and judgement in planning.
- * Develop & refine communication skills to support individuals and teams to meet the organizational requirements
- * Face to face training by industry experts
- * Resource materials Provided
- * RPL available

For all of your Educational needs Contact

Joanne on 0418 238 598

or visit

2A Montague Street

Goulburn NSW 2580

www.ctet.com.au



**This training is subsidised by the
NSW Government.**

Please ring to discuss eligibility.

Contact Joanne on:

0418238598



College of
Transformation,
Education and
Training Pty Ltd
RTO Number 88213



**DIPLoma IN
LEADERSHIP AND
MANAGEMENT
BSB51918**

Leadership





At The College of Transformation, Education and Training Pty Ltd

We offer a unique style of Education delivery to cater for each student as an individual

At CTET we are dedicated to providing bridges for students to employment and career advancement.

CTET offers a personal approach with flexible delivery mode, classroom training, mixed delivery, correspondence and work place training.

Our Trainers are industry experts and have extensive experience in the community sector. They are dedicated to delivering high quality education.

Training Materials

All training materials provided

Contact CTET to see if you are eligible

Joanne Mobile 0418 238 958

RTO 88213



College of Transformation Education and Training

4 Core Units

BSBLDR511-Develop and use emotional intelligence.

BSBMGT517- Manage operational plan.

BSBLDR502- Lead and manage effective workplace relationships.

BSBWOR502- Lead and manage team effectiveness.

8 Elective units (Choose from)

BSBCUS501- Manage quality customer service.

BSBHRM405- Support the recruitment, selection and induction of staff.

BSBLDR504-Impliment diversity in the workplace.

BSBMGT502- Manage people performance.

BSBMGT516- Facilitate continuous improvement.

BSBMGT520- Plan and manage the flexible workforce.

BSBR501-Manage risk.

BSBADM502-Manage meetings.

BSBHRM512- Develop and manage performance management processes.

BSBINN501- Establish systems that support innovation.

BSBWRK520- Manage employee relations.

Payment Options

**Direct Deposit, Cash, Bank
Cheque or Payment Plan**