



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 & 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 & teams to meet the organisational requirements
- Face to face training by industry experts
- Resource materials provided
- RPL available



Contact us

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Australian Apprenticeships
in the ACT are funded by
the ACT and Australian
Governments



College of
Transformation, Education
and Training Pty Ltd

RTO No. 88213

Diploma of Leadership and Management BSB50420



Diploma of Leadership and Management

At the College of Transformation, Education and Training 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.



All training materials are provided

4 Core Units

BSBPEF502 Develop and Use Emotional Intelligence

BSBBOPS502 Manage Business Operational Plans

BSBLDR523 Lead and Manage Effective Workplace Relationships

BSBTWK502 Manage Team Effectiveness



8 Elective Units

BSBOPS505 Manage Organisational Customer Service

BSBHRM415 Co-ordinate recruitment and onboarding

BSBLDR521 Lead the development of diverse workforces

BSBMGT522 Manage People Performance

BSBSTR502 Facilitate Continuous Improvement

BSBOPS504 Manage Business Risk

BSBTWK503 Manage Meetings

BSBHRM521 Facilitate performance development processes

BSBSTR501 Establish innovative work environments

BSBHRM522 Manage employee and industrial relations

Fees

Tuition Fee for Traineeships

New and existing workers

\$350.00

as of 1 January 2019

Payment Options

Direct debit, Cash, Bank Cheque or Payment Plan