



BSB61015 Advanced Diploma of Leadership and Management

Course outline

ANIBT Course Code:	ADLM_BSB61015
Cricos Code:	089420M
Delivery Mode:	Varied: Face to Face Classroom; Workshop; Computer generated supervised learning
Location:	Melbourne
Course Duration:	12 months full time or up to 24 months part time
Nominal Study Hours:	800 hours
Qualification Level:	Advanced Diploma
Nationally Recognised:	Yes

Clients and Course overview

A vast array of opportunities exists across all facets of business and government for people with professional managerial and leadership skills.

This nationally recognised qualification reflects the role of individuals who have senior or managerial responsibilities. They may be in any industry or organisational setting and overseeing the work of others or having specialised roles where they do not supervise others but provide strategic leadership.

Typically, people in managerial roles will have considerable experience in their respective industries or vocational areas and combine an informed perspective of the specific work requirements with their managerial approaches.

The Advanced Diploma of Leadership and Management offered by ANIBT will enable you achieve what you've always wanted to in the world of management. It will equip you with the skills and knowledge to manage strategic and operational areas of any organisation.

This qualification reflects the role of individuals who apply specialised knowledge and skills, together with experience in leadership and management, across a range of enterprise and industry contexts. Individuals at this level use initiative and judgement to plan and implement a range of leadership and management functions, with accountability for personal and team outcomes within broad parameters.

They use cognitive and communication skills to identify, analyse and synthesise information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems.

Job roles

- Area Manager
- Department Manager
- Regional Manager

Program outline

Subjects

The Advanced Diploma of Leadership and Management qualification offered by ANIBT is made up of 12 units of competency. These consist of 4 core units and 8 elective units* as outlined below:

Unit Code	Unit Name
4 Core Units	
BSBFIM601	Manage finances
BSBINN601	Lead and manage organisational change
BSBMGT605	Provide leadership across the organisation
BSBMGT617	Develop and implement a business plan
8 Elective Units	
BSBDIV601	Develop and implement diversity policy
BSBMGT608	Manage Innovation and continuous improvement
BSBMGT616	Develop and implement strategic plans
BSBSUS501	Develop a workplace policy and procedure for sustainability
BSBHRM602	Manage human resources strategic planning
BSBINM601	Manage knowledge and information
BSBMGT615	Contribute to organisation development
BSBMKG609	Develop a marketing plan

** Please note that it is possible to select alternative elective units subject to specific employer requirements and with the agreement of ANIBT.*

Assessment methods

A wide variety of assessments methods will be employed to assess student's competence in each unit. These include but are not limited to:

- Demonstration and observation
- Review questions and answers
- Group assignments
- Individual projects / portfolios
- Case studies
- Role plays
- Presentations

Entry requirements

It is highly recommended that students are currently in a workplace or have access to a workplace for this course.

For Advanced Diploma level courses, the recommended minimum level of education is Higher School Certificate or equivalent or relevant qualification (at Certificate III or above) or relevant vocational experience.

In addition, students may enter the qualification through a number of entry points demonstrating potential to undertake vocational education and training at advanced diploma level including:

- after achieving the BSB51915 Diploma of Leadership and Management or other relevant qualification/s;
- providing evidence of competency in the majority of units required for the BSB51915 Diploma of Leadership and Management or other relevant qualification/s;
- with substantial vocational experience, in management but without a formal qualification

For international students

Please check with the Australian Department of Immigration and Border Protection regarding international students enrolling into any on-line only based qualifications.

The Australian government publishes rules for English language proficiency for international students applying for entry to vocational training. You should establish your country's assessment level by reading the DIPB rules at www.immi.gov.au/students/. Be aware that the rules may be changed during 2016.

Generally, to demonstrate English language proficiency for doing a Certificate or Diploma course, an international student needs one of the following test scores:

Test	IELTS	PTE Ac	TOEFL iBT	TOEFL PBT	Cambridge
<i>Score</i>	5.5	42	46	527	B2 – 160-179

ANIBT also accepts completion of a recognised equivalent English preparation course from an accredited ELICOS provider. Admission may be approved if the language of instruction in the student's home country is English or if English has been the language spoken in the student's home.

Overseas students who do not provide a satisfactory score from an English test recognised by DIBP will be interviewed to ascertain their language, literacy and numeracy (LLN) skills.

All students must complete a Language, Literacy and Numeracy test at ANIBT as part of the enrolment process.

If necessary, the student will need to complete an English language course at ANIBT before being admitted to a vocational training Certificate or Diploma course.

Note: ANIBT may establish student's English language proficiency appropriateness' level if:

- The student has completed 1-year study which is taught in English
- The student has successfully completed ELICOS course and the level is equivalent to IELTS 5.5
- The student passes ANCE English assessment test, under supervision by ANIBT or ANIBT representative agents (does not apply to offshore direct-application).

Course completion

Upon successful completion of this course, you will receive a nationally recognised qualification **BSB61015 Advanced Diploma of Leadership and Management** issued by the Australian National Institute of Business and Technology Pty Ltd (ANIBT).

The Australian National Institute of Business and Technology Pty Ltd is a Registered Training Organisation (Provider number: 21368) registered with the Australian Skills Quality Authority (ASQA).

Course availability

ANIBT's programs allow participants to undertake their studies in a variety of flexible ways including:

- Classroom*
- Computer generated supervised learning*
- Workshop
- Correspondence

***delivery modes available for INTERNATIONAL STUDENTS – Please NOTE the CGSL can only cover up to 20% of the required 20 hours per week according to the students Visa conditions.**

ANIBT has regular intakes for its classroom based courses as follows:

January	Term 1 intake
April	Term 2 intake
July	Term 3 intake
October	Term 4 intake

ANIBT operates a rolling intake strategy for this course so a student may enter the course in any term every 3 weeks.

Please contact ANIBT to discuss your specific study and qualification requirements and how we can tailor a program to suit your specific requirements – ***this applies to domestic students and students who have some form of residency other than that of a student.***

Future pathways

After successful completion of your Advanced Diploma, you will have many other study options available to you. These may include the Advanced Diploma of Business as well as a range of many other Advanced Diploma and Higher Education qualifications.

Recognition of Prior Learning (RPL)

Students with current competence and/or prior learning and industry skills can apply for recognition of current and/or prior learning. Information about RPL can be found in the Institute's Policies and Procedures manual, which is available for students on the website and is set out in the Student Handbook.

Please contact ANIBT directly on 9620 2922 to discuss your previous experiences and we will be able to guide you through the RPL process.

Credit Transfer (CT)

ANIBT will provide Credit Transfer to students if they can supply a relevant Certificate or Statement of Attainment issued by another RTO under Australian Qualification Framework (AQF). Credit Transfers can be granted under the following circumstances:

- Under the principles of National Recognition students are granted an automatic credit for any unit that they successfully completed at any other Registered Training Organisation (RTO).
- When the unit has exactly the same code and title.

Please contact ANIBT directly on 9620 2922 to discuss your previous studies and we will be able to guide you through the credit transfer process.

Special requirements

It is expected that all students will have access to their own personal computer and the internet. This is essential for regular research and also on-line based assessment work throughout the course.