



Traineeship

BSB50420

# Diploma of Leadership and Management



# Traineeship

## What is a traineeship?

Traineeships are a government initiative providing employees the opportunity to combine working with the completion of a nationally recognised qualification. Traineeships provide an employer a way of achieving a high-level workforce, promoting staff retention and offer a point of difference when recruiting new staff. Financial incentives may be available to employers to support the completion of the traineeship.

Traineeships can take between one and two years to complete and offer a wide range of qualifications over a variety of industries. New workers and existing workers may be eligible, and you may even complete a traineeship whilst still at school.

## Qualification overview

This qualification reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management contexts. Individuals at this level display initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others. They use communication skills to support individuals and teams. They plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

## Training Outcomes

The BSB50420 Diplomal of Leadership and Management is designed to equip employees with the skills and knowledge required to contribute to a variety of management and leadership tasks. Skills and outcomes include:

- Lead and manage effective workplace relationships
- Manage team effectiveness
- Manage business operational plans
- Communicate with influence



### Employer Benefits

- Government financial incentives (eligibility criteria applies)
- Improves staff retention
- Increases workforce productivity
- Recruitment advantage
- Upskills employees



### Employee Benefits

- Get paid to study, earn while you learn!
- Undertake a nationally recognised qualification
- Improves career pathways
- Gain valuable skills & knowledge
- Enhances job satisfaction & security

## Recommended Course Structure

To successfully complete this qualification, 12 units of competency is required. These 16 units comprise of six (6) core units and six (6) elective units.

Core units	
BSBLDR523	Lead and manage effective workplace relationships
BSBTWK502	Manage team effectiveness
BSBOPS502	Manage business operational plans
BSBPEF502	Develop and use emotional intelligence
BSBCMM511	Communicate with influence
BSBCRT511	Develop critical thinking in others

Elective units	
BSBCMM412	Lead difficult conversations
BSBPEF501	Manage personal and professional development
BSBLDR522	Manage people performance
BSBOPS505	Manage organisational customer service
BSBSTR501	Establish innovative work environments
BSBWHS521	Ensure a safe workplace for a work area

\*Customised elective unit options may be offered depending on the needs of the employer and the job role.

## Jobs & Skills WA

Jobs and Skills WA is the way the State Government, through the Department of Training & Workforce Development, prioritises its investment in training to focus and subsidise training courses that equip people to take up jobs that are, or will be, in high demand.

## Training Delivery and Assessment

Individualised delivery and assessment strategies will be developed based on the actual needs and requirements of both employees and employers to ensure effectiveness and time efficiency. Training will be flexible and combine on and off the job training through regular visits from an industry experienced trainer.

We offer assessment only options including RPL work based evidence collection (portfolio and workplace documents) and observation assessments to assist employees in providing the relevant evidence based on skill and knowledge competencies developed in the actual workplace.

## Eligibility Requirements\*

- Anyone of working age
- Australian citizen or hold an eligible visa
- Part-time or full-time employees

(\*Please speak to our consultant for full eligibility requirements)

## Fees:

The student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as student service and resource fees.

Fees based on standard unit selection.

New worker non-concession: **\$3,416.10**

New worker concession: **\$1,026.60**

Existing worker traineeship not available

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*If ineligible for government funding fee for service arrangements available.*

## Next Steps



To get started or to find out more, please contact:

**Name:**

**Mobile:**

**Email:**

**w:** [ist.edu.au](http://ist.edu.au) | **p:** 1300 757 296



INDUSTRY  
**SKILLS**  
TRAINING

**Malaga**  
24 Century Road

**Joondalup**  
G2, 126 Grand  
Boulevard

**Armadale**  
Armadale Central Shopping  
Centre T36, Orchard Avenue