

Leadership and Management Upgrade Program



Upgrade from BSB42015 to BSB40520
Certificate IV in Leadership and Management



Give your leaders the refresher training and tools they need to effectively lead their team and achieve your organisation's objectives. They will also secure the latest nationally recognised qualification.

Ph 0417 424 232 | E admin@transtegicwd.com



TRANSTEGIC
WORKFORCE DEVELOPMENT

This training is delivered by Transtegic Workforce Development under partnership arrangements with Scala The Training Company. Scala is the Registered Training Organisation (RTO 6010) and issues the Qualification and/or Statements of Attainment.



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WHO IS IT FOR?

Leaders who hold the previous BSB42015 Certificate IV in Leadership and Management qualification to achieve the latest **BSB40520 Certificate IV in Leadership and Management qualification**.

OUTCOMES

This high impact, engaging course will provide reinforcement and further development of the essential leadership and communication skills. In addition to achieving the latest BSB40520 qualification, an extra unit of competency for *BSBCMM412 Lead difficult conversations* will be included with the qualification.

OUR APPROACH

Participants attend a one-day training workshop where a range of practical activities are undertaken to upgrade their skills by utilising the latest Leadership and Management tools. Assessment is completed during the workshop with some simple on-the-job application. Certificate issued upon completion with extra unit included!

LEADERSHIP TOOLS:

- Reinforcing the leadership essentials including attitude, lead by example, trust and integrity, positivity, humility, and self-awareness
- Reinforcing the communication essentials including effective communication, active listening, empathy, emotional intelligence, and mindfulness
- Leading difficult conversations

COST

\$840 per person
+ GST (if applicable)

THE LEADERS TOOLBOX



Workshop

Units of competency included on the new qualification

Leadership and Management Upgrade Program including reinforcing essential leadership and communication skills

BSB40520 Certificate IV in Leadership and Management

- BSBLDR411 Demonstrate leadership in the workplace
- BSBPEF402 Develop personal work priorities
- BSBXCM401 Apply communication strategies in the workplace
- BSBLDR412 Communicate effectively as a workplace leader
- BSBLDR413 Lead effective workplace relationships
- BSBXTW401 Lead and facilitate a team
- BSBLDR414 Lead team effectiveness
- BSBWHS411 Implement and monitor WHS policies, procedures and programs
- BSBSUS411 Implement and monitor environmentally sustainable work practices
- BSBSTR402 Implement continuous improvement
- BSBOPS402 Coordinate business operational plans
- BSBLDR522 Manage people performance
- Plus:** BSBCMM412 Lead difficult conversations

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