



BSB51107 Diploma of Management



BSB51107 Diploma of Management

Overview

This qualification reflects the role of individuals who are engaged to manage the work of others or to add value to or review management practices; their role may be in any industry or organisational setting. Typically people in these roles will have considerable experience in their respective industries or vocational areas.

Aim

This qualification aims to develop a sound theoretical knowledge base and managerial competencies to plan, carry out and evaluate own work and the work of a team. The course explores personal development of individuals, creation of a workplace learning environment, application of performance management principles and other related areas.

Competencies Covered

This qualification incorporates 8 units of competency, which are clustered around the following skill sets, within the context of the organisation:

- Managing self
- Managing teams
- Managing operations

Standard structure of the training program for this qualification is as follows:

Code	Australian National Competency
BSBWOR501B	Manage personal work priorities and professional development
BSBWOR502B	Ensure team effectiveness
BSBLED501A	Develop a workplace learning environment
BSBMGT502B	Manage people performance
BSBMGT515A	Manage operational plan
BSBCUS501C	Manage quality customer service
BSBMGT516C	Facilitate continuous improvement
BSBFIM501A	Manage budgets and financial plans

However, alternative units, acutely relevant to the industry or circumstances of the individual participants, can be negotiated and incorporated into evidence of competency.

Duration

The course will take six (6) months to complete on a part-time basis.

There are five (5) terms with five (5) weeks for each term. Participants will study one or two units per term plus attend a Commencement Seminar. There are no breaks between terms.

Delivery

The course will be conducted through conventional face-to-face workshops in an intensive block mode. Nine (9) full days of workshops are organised into five (5) teaching blocks, with one teaching block per term. A teaching block consists of 16 contact hours on Saturday and Sunday. However, a delivery schedule can be negotiated to fit with the individual organisation's needs.

Workshops are conducted at Acelin Institute of Business (Acelin); they can also be conducted in-company or offsite at an agreed venue.

Assessment

Assessment is designed not only to facilitate the achievement of learning outcomes but also to collect evidence of competency, demonstrating the ability to perform the activities in the workplace. The majority of assessment tasks are project-based.

Facilitators

Acelin has assembled an excellent team of facilitators who have post-graduate qualifications and extensive teaching and training experience:

- Mr. Michael Lin
- Mr. Peter Kirkpatrick

Mr. Michael Lin

Master of International Business Administration (Flinders); MEd (Beijing University of Physical Education) BEd (Beijing University of Physical Education); GradDipEd(Adelaide); Cert IV in Training and Assessment (TAFE SA)

Michael holds a Master of International Business Administration from the Flinders University of South Australia and has specialised in management and international business. He has been involved in education and training for 20 years. While working as the Program Director: Chinese MBA at the University of South Australia, he lectured in strategic management and supervised Action Learning Projects. He has taught over 1,700 MBA students in Hong Kong, Taiwan, Singapore and Mainland China, and supervised many students from medium and large companies in the region.

Currently he is the Chief Executive of Acelin Institute of Business, an accredited and registered education and training institution in South Australia. While directing and managing Acelin, he is also actively involved in teaching and training.

Mr. Peter Kirkpatrick

Peter holds a Graduate Certificate in Business and has degrees in teaching and in social work. He is a course coordinator within a State Government Registered Training Organisation, and over the last 8 years has trained over 500 management staff in the Certificate IV in Frontline Management and/or the Diploma of Management. Peter also has current Certificate IV qualifications in Training and Assessment; TESOL and LLN.

Entry Requirement

The requirement for entry into the course is successful completion of the BSB40807 Certificate IV in Frontline Management or other relevant qualification. Candidates with vocational experience but without formal supervision or management qualification will also be considered on an individual basis, upon their current skills, experience and job roles.

Qualification

Upon successful completion of the course, participants will be conferred with a Diploma of Management in accordance with the Australian Qualifications Framework. The qualification is recognised throughout Australia. Participants who have completed one or more units of competency will be conferred with a Statement of Attainment.

Further Information and Application

To discuss your training needs, obtain more information or register your interest, please contact:

Mr. Michael Lin
Acelin Institute of Business
Mobile: 0423 522 837
Email: michael.lin@acelin.edu.au

For detailed information of the course, visit our website: www.acelin.edu.au.