



**IHNA**  
Australia

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BSB40520 - Certificate IV in

# Leadership and Management

*For Domestic Students*

EDUCATION<sup>for</sup>  
EMPLOYMENT:  
Bridging the gap globally



## About the Course

**This qualification reflects the role of individuals working as developing and emerging leaders and managers in a range of enterprise and industry contexts. As well as assuming responsibility for their own performance, individuals at this level provide leadership, guidance and support to others.**

They also have some responsibility for organising and monitoring the output of their team. They apply solutions to a defined range of predictable and unpredictable problems, and analyse and evaluate information from a variety of sources.

## Course Details



Duration:  
26 Weeks



Amount of Training:  
740 Hours



AQF Level:  
4



Course Delivery:  
Online



Campuses:  
Melbourne, Sydney, Perth

The course is provided through Online mode of delivery. It will be delivered over 740 hours including theory, self-paced structured e-learning, simulation training.

## Job Outcomes

- Frontline Sales Manager
- Team Leader
- Production Supervisor
- Leading Hand
- Distribution Centre Supervisor
- Supervisor
- Warehouse Team Leader
- Sales Team
- Manager
- Line Manager
- Coordinator (Business Operations)

\*Competency-based training is the concept that individuals learn at different rates as well as through different modes and different environments and that the skills and knowledge that a student has acquired previously are able to be formally recognised. Eg: Students who are eligible for RPL may be able to finish the course in 3 months with an Assessment Only delivery mode.

## Mode of Delivery

### Online Delivery

20 contact hours per week will be delivered through synchronised Online learning and simulation based training.

Online mode of delivery of theory and simulation-based training will be achieved mostly through virtual classrooms.

Besides the above structured learning, students are advised that they will be required to do approximately 10 hours per week of unstructured learning.

\*Please call your respective campus locations for more details

## Entry Requirements

There are no formal entry requirements for this qualification, however applicants should demonstrate ability to perform task as required by the industry.

### IHNA Admission requirements

- 16 years of age and above at the time of commencement of the course
- Successful completion of an Australian Year 10 qualification or equivalent.
- Students below 18 years of age should have consent from their parents prior to getting enrolment in any courses.

- In addition to meeting the academic requirements applicants must demonstrate their competence in literacy and numeracy levels in an Australian Core Skills Framework (ACSF) at exit Level 3 and participate in a pre-training review when enrolling into the course.
- Mature age students (22+) will also be considered without the minimum education requirements. Each case will be reviewed individually to ascertain the capacity of the student to meet course requirements.
- Aboriginal and Torres Strait islanders' students are encouraged to apply.

### Additional Requirements

#### Digital literacy

- » Should possess basic computer skills covering the most common usages of a computer, including managing computer files, word processing, using spreadsheets and databases; creating presentations; finding information and communicating using computers; and being aware of social and ethical implications of Internet use.

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Where a student breaches the above requirements, they could be excluded from their practical placements which may result in unsuccessful completion of the course.

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## Fees & Funding

Full Fee: \$3,990

State Funding

### Victoria

Currently no funding available, please contact us for current fee options.

### Western Australia

Currently no funding available, please contact us for current fee options.

### New South Wales

Currently no funding available, please contact us for current fee options.

## How to Enrol

### Online

Submit your application  
through our website  
[www.ihna.edu.au](http://www.ihna.edu.au)

### Email

Send an email to  
[enquiry@ihna.edu.au](mailto:enquiry@ihna.edu.au)

### Face to face

Appointments are available  
by contacting us through  
our Toll-Free number.

You can speak to our admissions consultant if you are unsure about the process.

**Toll free : 1800 22 52 83**

Contact us

**Institute of Health & Nursing Australia**

Melbourne | Perth | Sydney | Brisbane



**1800 22 52 83**



**[enquiry@ihna.edu.au](mailto:enquiry@ihna.edu.au)**



**[www.ihna.edu.au](http://www.ihna.edu.au)**

Disclaimer: All details on this flyer are accurate on date of publication. Government Funding is available for selected courses in selected campuses and subject to conditions, please contact us for more details. IHNA reserves the right to alter any course, procedure or fees. Please refer to IHNA policies & procedures for more information on IHNA website.

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