

## BSB40520 Certificate IV in Leadership and Management

The BSB40520 Certificate IV in Leadership and Management is made up of **12 units of competence** - 5 **core** units and 7 **elective** units

Competency is required in all the following units:

Certificate IV Units	Clusters	Dates
BSBPEF402 Develop personal work priorities BSBLDR411 Demonstrate leadership in the workplace BSBXCM401 Apply communication strategies in the workplace	<b>Cluster 1</b>	3
BSBLDR414 Lead team effectiveness BSBLDR413 Lead effective workplace relationships BSBXTW401 Lead and facilitate a team	<b>Cluster 2</b>	3
BSBOPS402 Coordinate business operational plans BSBOPS401 Coordinate business resources	<b>Cluster 3</b>	2
BSBWHS411 Implement and monitor WHS policies, procedures and programs BSBOPS403 Apply business risk management processes	<b>Cluster 4</b>	2
BSBSTR402 Implement continuous improvement BSBSTR401 Promote innovation in team environments	<b>Cluster 5</b>	2

**RPL or RCC against any units may reduce course duration for individual participants (Available upon request)**