

PROGRAM MANAGEMENT MENTORED ASSESSMENT

Learn to direct, plan and implement a portfolio of successful projects

BSB61218

Advanced Diploma of Program Management



Study for your future

We are one of Australia's most progressive Registered Training Organisations with the backing of Australia's highest-rated online university.

We have grown to become a true leader in the field of distance and online education over more than 30 years of operation, with a genuine commitment to applied learning.

We maintain close links with peak bodies, industry associations and employers to ensure that our training is job relevant and aligns with emerging skills requirements.

unepartnerships
creating professional success

Contemporary, innovative and flexible; UNE Partnerships is here to help you and your organisation to develop the capabilities required by a rapidly evolving global workplace!

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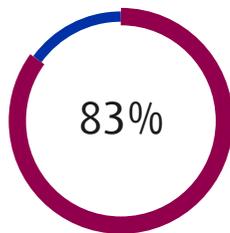
Industry insights

Career outcomes

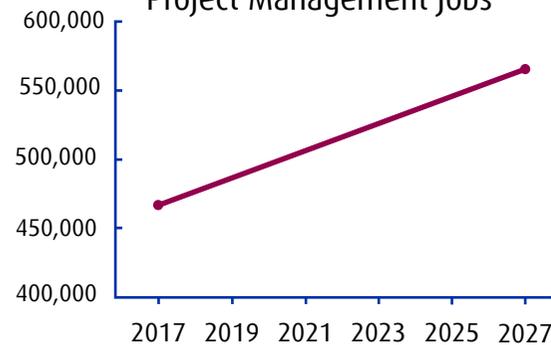
“The future Project Manager will be increasingly strategic and connected. This requires individuals to develop their skills in areas outside traditional project management practices, such as change management. Additionally they will need to be a very effective communicator who understands the dynamic link between the business strategy and the projects they are responsible for delivering.”

AIPM, IPMA and KPMG¹

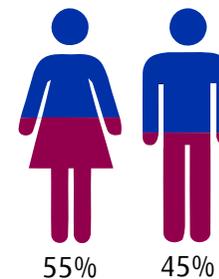
IMPROVED work status²



EMPLOYMENT GROWTH Project Management Jobs³



EMPLOYEES in workforce⁴



SALARY Most common on Seek⁵



Industry relevant course material delivered by industry experts

We offer personalised service and quality teaching, with the backing of Australia’s leading regional online university, the University of New England. Our courses and qualifications will help you to gain a competitive industry edge to take on new challenges and to grow and succeed within your workplace.

¹ <https://www.aipm.com.au/resources/reports/future-of-project-management>

² <https://www.myskills.gov.au/courses/details?Code=BSB51415>

³ <https://www.pmi.org/-/media/pmi/documents/public/pdf/learning/job-growth-report.pdf>

⁴ <https://joboutlook.gov.au/occupations/contract-program-and-project-administrators?occupationCode=5111>

⁵ <https://www.seek.com.au/career-advice/role/project-manager>



Recognition/Pathways

AIPM

Depending on the depth and breadth of project management expertise displayed at assessment, the workplace evidence submitted as part of the Advanced Diploma may be used to satisfy the student assessment component for recognition under one of three certification levels with the Australian Institute of Project Management (AIPM).* Certified Practicing project Manager (CPPM) or higher (CPSPM or CPPD) status.

Successful graduates may apply for AIPM Continuing Professional Development points.*

PMI®

Certified Project Management Professionals (PMP®) with The Project Management Institute (PMI®), may be eligible to apply for Professional Development Units on completion of the Advanced Diploma of Project Management.^

Pathways to UNE

Successful attainment of BSB61218 Advanced Diploma of Program Management will allow for articulation into a range of undergraduate and postgraduate awards offered by the [University of New England \(UNE\) Business School](#)^.

Other

Recognition and credit for the Advanced Diploma at other tertiary institutions may be granted once admission requirements have been met.*

Credit towards other AQF qualifications in accordance with relevant training package rules and recognition requirements.

* Pathways are subject to acceptance/approval, and fees apply

^ Applications must address UNE Program entry criteria. Enrolment fees are set annually by the UNE.

Why study with us?

Our students and graduates benefit from 30+ years of experience delivering high quality distance and online vocational education.

Our trainers and assessors are highly respected within their profession, bringing genuine industry experience and expertise to your learning.

It's no wonder our graduates have enjoyed some of the highest satisfaction and completion rates in the country!

Guided support

Here at UNE Partnerships you will receive the support you need to help balance your work, life and study.



Our student support team

are passionate about your success and provide personal assistance and regular support calls



Our trainers and assessors

will become your mentor, guiding you through your learning and assessment journey



Our partnerships

mean that you can access 24/7 online tutorial support through Studiosity.

Graduate satisfaction*



* Based on 2019 Learner Engagement Survey data (UNEP) and 2019 National Student Outcome Survey data (NCVER) for Diploma or higher level graduates.

Meet the team

Our team are Subject Matter Experts within their field with extensive industry experience and continuing professional development.



Motivation



Study targets



Course direction



Mentoring



Anthony Coghlan

Academic Director

Project Management

Anthony has extensive experience as a Project Manager and Consultant in Defence and Information, Communications and Technology.

Anthony is a Certified Practicing Project Director (CPPD) and assessor with the Australian Institute of Project Management (AIPM).

Anthony is passionate about all facets of Training and Development and working with people.



Peter Roper

Student Engagement

Project Management

Peter has been supporting students through their studies with UNE Partnerships for more than 5 years.

Peter believes that the purpose of study isn't to change who you are but to equip students with the knowledge and skills to reach their full potential.



Course information

This qualification is suited to experience program managers, managing or directing a suite of projects (a program), programs of projects or large, complex projects to achieve organisational objectives.

In this course you will learn to implement the advanced skills required to direct, plan and lead a range of program functions, with accountability for personal and team outcomes, using cognitive and communication skills to identify, analyse and synthesis information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems.



Entry requirements

- Students should be currently working in a project/program environment, in a program manager role, managing or directing a suite of projects.

Prerequisite

Applicants must have:

- a Diploma of Project Management qualification, or
- two years equivalent full-time relevant workplace experience at a significant level within a project or program environment within an enterprise.



Duration

- 11 hours per week over a study period up to 18 months



Suitable for

- Individual Students
- Corporate Groups



Delivery mode

- **Online mentored assessment approach**
Guided by a highly respected program management professional and industry educator, students are challenged to question existing methods and approaches and encouraged to explore options to maximise program success while identifying and collecting knowledge and providing evidence of application.
- **Customised in-house training** for groups, corporations and organisations.

BSB61218

Advanced Diploma of Program Management



NATIONALLY RECOGNISED
TRAINING



Graduate outcomes

On successful completion of this qualification, you will have the skills and knowledge to:

- integrate a number of projects to achieve planned business outcomes and value enhancements
- ensure there is effective governance and sponsorship in place to facilitate the conversion of business strategy into the realisation of benefits
- plan the selection and development of staff to meet the requirements of a significant program of works
- ensure effective identification of uncertainty and ambiguity, and develop strategies for management of risk across projects, programs, operations and portfolio
- develop and monitor program schedules and budgets to meet the organisation's business plan
- provide leadership in the identification, assessment and management of risk and opportunities
- ensure effective communication between the various stakeholders in the program of works
- oversee the management of strategic procurement and contracts
- mitigate the more complex problems encountered by project teams
- manage the client and stakeholders, and their expectations.

Learning outcomes

12 units of competency must be successfully completed to attain this qualification.

BSBPMG610

Enable program execution

Learn to establish parameters and enable a program to be undertaken effectively by documenting business cases, monitor and evaluate processes and changed circumstances, liaise with stakeholders, apply policies and develop a program execution strategy and governance model. Demonstration of competency in establishing both what the program will accomplish and how it will do so is required.

BSBPMG621

Facilitate stakeholder engagement

Learn to facilitate stakeholder engagement in a program, by identifying and interpreting stakeholder interests and expectations, applying workplace communication skills to work with stakeholders effectively, conducting and documenting an introspective assessment of stakeholders effectiveness and a place for future stakeholder interactions. Demonstration of competency in working with stakeholders to achieve desired program benefits is required.

BSBPMG622

Implement program governance

Learn to establish and implement governance requirements to ensure effective program management implementation. Demonstrating competency in documenting program role and responsibilities, implementing systems and processes for decision-making against program objectives, identifying alternative program management systems, compliance and support for programs is required.

BSBPMG623

Manage benefits

Learn to apply the analytical skills to identify, articulate and manage the attainment of program benefits, whilst aligning with organisational strategies. Demonstrating competency in ensuring that benefits are realised when and as expected, prioritising benefits using decision making skills, using evaluation skills to measure and assess program benefits performance and negotiating agreed approaches with stakeholders is required.

BSBINN601

Lead and manage organisational change

Learn to analyse, interpret and determine strategic change requirements and opportunities for changes that support organisational objectives through consultation with internal and external stakeholders. This includes developing strategies for a change management project plan while incorporating resource requirements, risk management and timelines, prioritising these changes from stakeholders input, communicate these changes and implement them, reviewing and evaluating, and modifying as need to achieve organisational objectives.

BSBLDR511

Develop and use emotional intelligence

Learn to develop and use emotional intelligence to increase self-awareness, self-management, social awareness and relationship management in the context of the workplace. This includes identifying own emotional strengths, weaknesses, stressors, emotional states and triggers, incorporating feedback from others, and identifying workplace situations and environments, cultural behaviours and beliefs that may trigger

an emotional response. Understanding model behaviours that demonstrate management of emotions can assist in recognising and responding to emotional state of others, promote the development of emotional intelligence of self and others to enhance team performance.

BSBPMG615

Manage program delivery

Learn the skills and knowledge required to demonstrate competency, communicate with stakeholders effectively and conduct negotiations to resource and fund the program, evaluate, review and assess program risks to manage program delivery. This involves ensuring that through the environment and performance criteria, the program is moving towards the accomplishment of its vision and the attainment of its expected benefits, through monitoring and responding to changed circumstances.

BSBPMG616

Manage program risk

Learn to manage the risks that might affect program deliverables and organisational objectives.

Directing the planning and management of program risks includes;

- assessment and selection of risk methods to suit risk context, identifying, documenting and analysing risks, supporting and mentoring project managers and developing and maintain a risk management system across the program.

Managing program risks include;

- managing the program accordance to plans, reviewing progress and analysing risk, ensuring risks are assigned and monitored and issues are assess for impact and remedial actions authorised.

Assessing risk-management outcomes include;

- identifying and documenting residual risk, reviewing and analysing program risk outcomes, documenting, analysing and recommending lessons learned and responding effectively to risk within complex programs that are subject to unpredictable contextual pressures.

BSBPMG617

Provide leadership to the program

Learn the skills and knowledge required to provide leadership for the program, through effective communication skills to liaise with stakeholders, demonstrate ethical behaviour, model leadership skills to lead a program, negotiate, develop, sustain and document a program vision, and embed confidence, trust, ethical and sustainable practices. Performance criteria is required to demonstrate competency in motivating and inspiring individuals and organisations to work constructively towards attainment of program benefits.

AHCBUS607

Implement a monitoring, evaluation and reporting program

Learn the skills and knowledge required to implement a monitoring, evaluation and reporting program through collecting and managing data, analysing complex information, preparing reports and supplying information, and reviewing the evaluation process. All work must be carried out to comply with organisational requirements, work health and safety legislation and codes, sustainability practices and in consultation with the management team.

PSPMG006

Develop a business case

Learn the skills required to perform market analysis, development and cost options, and justify for a recommended business solution. This involves managing resources, written submissions, explaining complex ideas to different audiences, interpreting and explaining complex formal documents, preparing written advice and reports and engaging in discussions.

BSBPMG518

Manage project procurement

Learn the skills and knowledge required to undertake procurement in projects, through working with others to determine requirements on a procurement management plan. This includes creating and maintaining records and documentation requirements of the project, monitoring activities across the project's life cycle, resolving issues and carrying out procurement and contracting activities according to the agreed process.





Course fees*

We provide a range of flexible payment options to help you achieve professional success sooner.



Pay upfront

\$5,490 AUD^



Flexible payments

Pay weekly, fortnightly or monthly over 12 months



Third party

Seek financial assistance from your employer or another third party

Visit our website for more information about our fees and funding www.unep.edu.au/students/fees-and-funding

* Terms and conditions apply.

my.unep

my.unep is our modern online learning environment.

my.unep makes it easy for you to access your learning materials any time so you can study anywhere in the world.

Shortly after enrolment our friendly Student Engagement team will provide an induction to help you find your way around my.unep to facilitate a successful student learning journey.

Units

You will find everything you need to complete your studies in my.unep

Introduction

- Getting Started
- Course Overview

Learning Resources

- Readings/Activities
- It is recommended that students purchase the text book 'Program Management' by Michel Thiry (2015).

Support Centre

- 24/7 Support.





Minimum requirements to get started

If you're reading this, you're likely already committed to improving your skills, knowledge and capabilities. Every day presents you and your team with an exciting opportunity to learn and develop the abilities needed to elevate yourself and your business to new heights.

Policies and Procedures

We are committed to the provision of exceptional quality education and a great learning experience.

We encourage you to familiarise yourself with our policies and procedures, which can be found on our website www.unep.edu.au/students/policies

On this page you will also find our frequently asked questions section that may help to answer some of your questions.

Minimum Requirements for Students

Our courses are self-directed online programs which rely heavily on text-based resources to support study.

All students will need:

- moderate numeracy and English literacy skills
- moderate computer skills
- to be working in a job role which provides sufficient opportunity to develop competency and to complete required assessment tasks.

Computer Requirements

All of our courses are delivered through our modern online learning environment.

To successfully complete an online course, you will need ready access to an internet enabled computer with the following configurations.

- Operating system (Mac OS 10.11 or later, Windows 7, 8.1 or 10)
- Internet (speed adequate to watch videos on YouTube)
- Microsoft office 2016 or higher OR other equivalent office suite
- Adobe Acrobat Reader
- Modern internet browser
- Headset with microphone, speakers and camera (for webinars, recording audio assessments and/or Skype discussions with your assessor).



5 High-demand skills and industries

Skills

- Leadership
- Strategy and Planning
- Relationship Management
- Conflict Resolution
- Continuous Improvement.

Industries

- Construction
- Finance
- Information Technology
- Energy
- Healthcare.

Take the next step
in your career as a
Project or Program Manager

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