

Overview

The Diploma has been developed by the Facility Management Association of Australia in conjunction with UNE Partnerships and industry. It is designed to meet the skills and knowledge required for facilities managers who lead, manage and maintain internal and external facility operation teams and services.

This qualification is not recognised under the Australian Qualifications Framework.

Study workload and candidature

The estimated time to complete the Diploma is approx. 6-8 hours per week over a 18-24 month study period - comprising on-the-job learning, workplace practice, self-directed study and assessment preparation. This estimate will vary according to personal experience, knowledge and current practices.

Skill outcomes

The Diploma supports facilities managers' training needs to promote, develop, improve and maintain the skills and knowledge required for their roles as facilities managers.

On successful completion of this course, students will have:

- technical skills in the planning, development, implementation of facilities maintenance and lifecycle maintenance programs
- skills in measuring and managing sustainable facilities environments
- managerial business skills, including an understanding of collaboration, interpersonal relationships, stakeholder engagement and delegation
- Risk management skills and an understanding of how to ensure safety in the workplace

Entry requirements

Diploma applicants should:

- be working in a facilities management related environment delivering services and maintenance of operations; or
- have access to a facilities management role in a work-based environment

Delivery

Self paced online delivery

Assessment

A combination of knowledge questions, work related tasks and evidence portfolio.

Pathways/industry recognition

Diploma graduates can apply for recognition of prior learning upon enrolment in the UNE Bachelor of Business and Master of Business Administration.

FMA and FMA NZ general members are eligible for a 10% discount

FMA Membership information

www.fma.com.au/membership/join-fma-today

Enrolment Information

ask@unep.edu.au • unep.edu.au • 1800 066 128

Study Modules

Students are required to successfully complete 12 units in order to receive the Diploma of Facilities Management qualification:

Core units - Complete all 8

- Budgets and financial plans
- People performance
- Safety in the workplace
- Managing risk
- Managing sustainability
- Managing life cycle services
- Facility maintenance planning and management
- Managing projects

Electives - Group A choose 2

- Understanding plans and specifications
- Advising on use and design**
- Coordinating capital projects
- Space utilisation**
- Managing client relationships

** Mutually exclusive

Electives - Group B choose 2

- Innovative practice
- Document writing
- Purchasing strategies
- Principles of contract law
- Developing a business case