

Diploma of Leadership and Management BSB50420

NT OCPE Aboriginal Leadership Development Program



Program Overview

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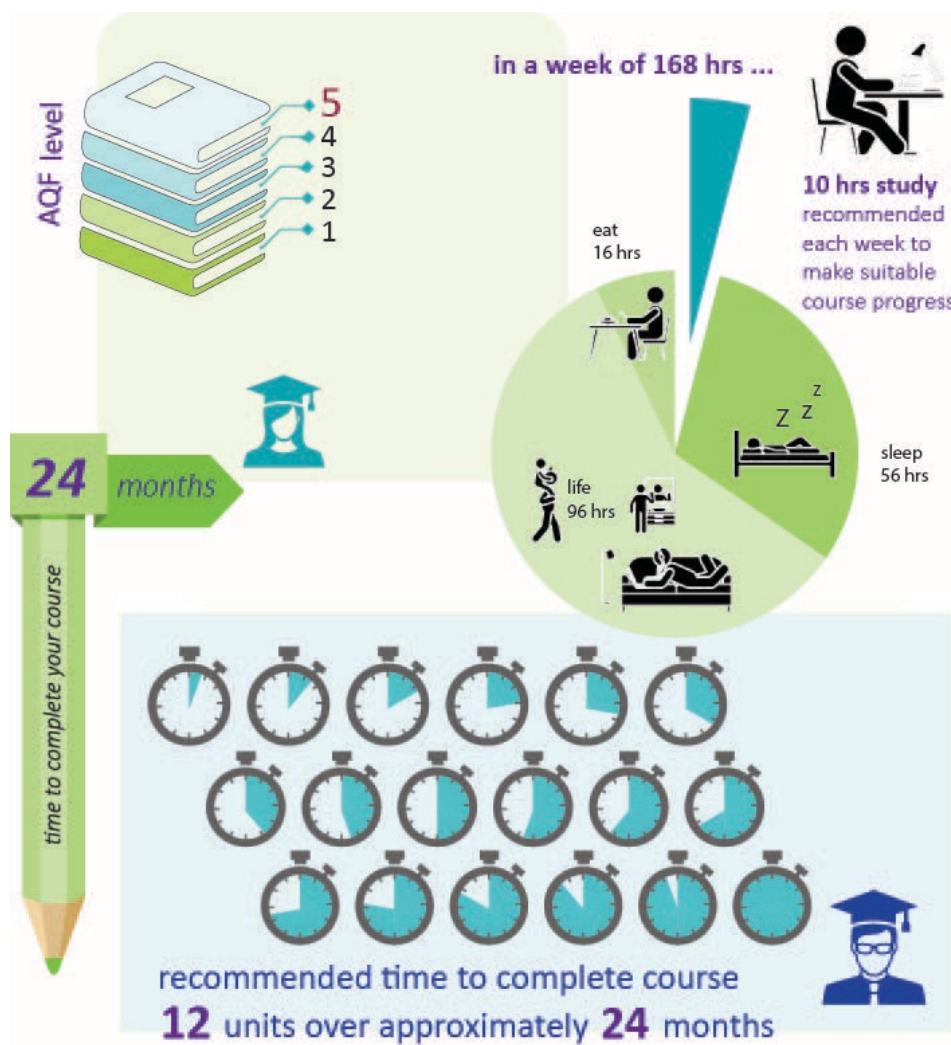
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Overview

Welcome

Welcome to the *Diploma of Leadership and Management BSB50420*. This is a nationally recognised and accredited program presented by UNE Partnerships Pty Ltd, the Education and Training Company of the University of New England.

We are delighted that you have joined the NT OCPE Aboriginal Leadership Development Program. The Kigaruk and Lookrukin program provides you with the opportunity to obtain mentoring from a past participant throughout your study journey. You will complete the program in a group-based learning environment through a series of Workshops in Darwin, and online support webinars.

Contact points

As experienced distance education providers, we understand how important communication is. We have used our online site to take advantage of current technology and make sure that information and contact points are up to date and go to the right people, while also giving you the opportunity to use the forms of contact that suit you.

Administration

If you have any questions of an administrative nature, please contact the student support team via the online site, or alternatively through:

Telephone: 02 6773 0000
Email: enquiries@unep.edu.au
Mail: UNE Partnerships Pty Ltd
PO Box U199
University of New England NSW 2351

Learning and Assessment

If you would like to discuss program content or assessment requirements, please contact your allocated assessor. You can message them on the online site.

Customer protection officer

The customer protection officer is responsible for handling any complaints, grievances and appeals to ensure compliance with consumer protection legislation and contractual obligations. The Director of Compliance is the designated customer protection officer. Contact details are below.

Meg Michell Director of Compliance
Telephone: 02 6773 0000
Email: meg.michell@unep.edu.au

Diploma of Leadership and Management BSB50420

Aim of the program

The program has been designed to align with the NT Government Middle Manager Development Framework (MMDF) and provides opportunity for Aboriginal middle managers to become senior leaders in the Northern Territory Public Sector (NTPS).

Core Capability Focus Themes:

Managing Self – Developing leadership skills, understanding self and emotional intelligence, and communicating with influence.

Managing the Business – Manage business operational plans, understand business risk, and undertake projects confidently.

Building a Strong Team – Lead and manage workplace relationships, Manage team effectiveness, and managing personal and professional development.

Planning and Policy Essentials – Facilitate continuous improvement, Develop workplace policies and procedures for sustainability, and Develop critical thinking in others.

Learning outcomes

The formal program will provide an opportunity for participants to develop and/or be recognised for core leadership and general management capabilities including:

- Develop and demonstrate own emotional intelligence and senior leadership behaviour
- Facilitate teamwork and workplace relationships and communicate with influence
- Develop critical thinking in others
- Develop, implement, and monitor operational plans
- Manage a project or a section of a larger project
- Manage risks in a range of contexts
- Lead and manage continuous improvement systems and processes
- Develop and implement workplace sustainability policies (minimise organisations social, economic and environmental impact)

Structure of the program

There are twelve (12) units of competency in this qualification and all must be successfully completed in order to achieve the *Diploma of Leadership and Management BSB50420*. If you enrol in a Skill Set, or selected units from the qualification, successful completion of your study would lead to the issuing of a Statement of Attainment for those units completed.

The training and assessment pathway options that will be available to Aboriginal middle managers include:

1. The full formal Kigaruk and Lookrukin program employs a mixed delivery mode, incorporating facilitator-led workshops and webinars, as well as a combination of print and electronic course material. UNE Partnerships will also provide two one-hour Academic Skills sessions via webinar.

Table 1: Overview of course structure

Academic Skills Sessions 3rd & 4th April 2024 (1 hour each, online)			
Managers Briefing Webinar: 3rd April (1 hour)			
Block 1: Managing Self			
Unit name	Onsite Workshop Training (Darwin)	Webinars/Tutorials (online)	Assessments due
BSBPEF502 Develop and use emotional intelligence	15 th to 19 th April 2024	Tuesday 14/05/2024	10/06/2024
PSPGEN118 Provide Leadership		Tuesday 02/07/2024	29/07/2024
BSBCMM511 Communicate with influence		Tuesday 20/08/2024	09/09/2024
Block 2: Managing the Business			
Unit name	Onsite Workshop Training (Darwin)	Webinars/Tutorials (online)	Assessments due
BSBPMG430 Undertake project work	7 th to 11 th October 2024	Tuesday 29/10/2024	25/11/2024
BSBOPS502 Manage business operational		Tuesday 17/12/2024	27/01/2025
BSBOPS504 Manage business risk		Tuesday 25/02/2025	17/03/2025
Block 3: Building a Strong Team			
Unit name	Onsite Workshop Training (Darwin)	Webinars/Tutorials (online)	Assessments due
BSBLDR523 Lead and manage effective workplace relationships	7 th to 11 th April 2025	Tuesday 06/05/2025	02/06/2025
BSBTWK502 Manage team effectiveness		Tuesday 01/07/2025	21/07/2025
BSBPEF501 Manage personal and professional development		Tuesday 19/08/2025	08/09/2025
Block 4: Planning and Policy			
Unit name	Onsite Workshop Training (Darwin)	Webinars/Tutorials (online)	Assessments due
BSBCRT511 Develop critical thinking in others	29 th Sept to 3 rd October 2025	Tuesday 28/10/2025	24/11/2025

BSBSTR502 Facilitate continuous improvement		Tuesday 9/12/2025	19/01/2026
BSBSUS511 Develop workplace policies and procedures for sustainability		Tuesday 10/02/2026	16/03/2026
Expected completion date 30th March 2026			
Graduation Event: week commencing 27th April 2026			

2. Enrol in and complete training and assessment relevant to personalised development needs and be awarded statement/s of attainment (micro-credentials)
3. Enrol as a distance study student and undertake an assessment only pathway or recognition of prior learning process and be awarded statement/s of attainment or the full qualification. This option will not include the formal face to face learning associated with the Kigaruk and Lookrukin Program.

Completion

Units of competency are achieved as assessment tasks are successfully completed, and all must be completed to be awarded the *Diploma of Leadership and Management BSB50420*. If you withdraw before you complete the required number of units of competency, you will receive a Statement of Attainment for those competencies you have successfully completed.

Information on how to submit your work for assessment is provided in the Assessment section of each Course online. Suggestions for managing your study and assessment tasks is also available in the additional support document '[Studying with UNE Partnerships](#)'. It is recommended you access and read that resource in addition to this Program Overview. Should you be unsure of what is required of you, contact your student support team.

Accreditation and recognition

The *Diploma of Leadership and Management BSB50420* in which you are enrolled is a nationally recognised and accredited program. It is listed on the national register of programs and is placed at level 5 on the Australian Qualifications Framework (AQF).

The competencies gained through successfully completing this program are cross-industry and nationally recognised. You may exit from this qualification at any time with a Statement of Attainment for any units of competency successfully completed to that point.

Furthermore, depending on circumstances related to the type and degree of credit sought, successful achievement of the *Diploma of Leadership and Management BSB50420* receives advanced standing into awards at the University of New England (UNE), subject to eligibility. Graduates with 6 years' work experience can apply for entry into the UNE Graduate Certificate of Management and claim 6 credit points (1 unit) of Advanced Standing upon enrolment.

Study workload

The nominal duration of your enrolment in the *Diploma of Leadership and Management BSB50420* is 24 months. The time it takes you to achieve the competencies required will depend on the amount of relevant learning and experience you have. Students with a moderate level of relevant learning and

experience should be able to complete the program requirements in about 10 hours a week of self-directed workplace and individual study over the 18 month period. Inexperienced students will likely require more time.

Third party arrangements

UNE Partnerships has not entered into any subcontracting arrangements for the delivery of training and assessment in this qualification.