

BSB40520

CERTIFICATE IV IN LEADERSHIP AND MANAGEMENT

DURATION
12 months

DELIVERY
Blended

SUBSIDISED BY*
QLD Government

At Harness, we believe in **Realising Potential**—in every person, team, and organisation. Your strongest workers have already shown what they're capable of. This qualification gives them the foundational leadership skills to take that next step with confidence—moving from technically excellent to genuinely capable leaders who bring out the best in the people around them.

WHO IS THIS QUALIFICATION FOR?

Frontline leaders ready to back their people skills with a nationally recognised qualification.

Supervisors, team leaders and coordinators who already run teams, manage performance and make daily operational decisions are ideal candidates.

This qualification gives structure to what they have learnt on the job, so good instincts become consistent practice.

You must be employed to enrol. Funded delivery is available through a **Career Boost traineeship**—an employment-based arrangement requiring a current role and an Apprenticeship and Traineeship Training Contract. Already holding a Certificate IV or degree doesn't automatically make you ineligible, but Career Boost eligibility and entitlement rules still apply.

UNITS OF COMPETENCY

CODE	TITLE
BSBLDR411	Demonstrate leadership in the workplace
BSBLDR413	Lead effective workplace relationships
BSBOPS402	Coordinate business operational plans
BSBXCM401	Apply communication strategies in the workplace
BSBXTW401	Lead and facilitate a team
BSBLDR412	Communicate effectively as a workplace leader
BSBLDR414	Lead team effectiveness
BSBCRT411	Apply critical thinking to work practices
BSBPEF402	Develop personal work priorities
BSBSTR401	Promote innovation in team environments
BSBWHS411	Implement and monitor WHS policies, procedures and programs
BSBSUS411	Implement and monitor environmentally sustainable work practices

HOW IT'S DELIVERED

One trainer-led virtual workshop every four weeks, delivered live via Microsoft Teams. Between workshops, learners complete online learning and assessment and apply what they learn in their own workplace. Attendance at every workshop is mandatory.

WHO SHOULD ENROL

TIER 1

Highest Priority – Frontline Leaders

Promoted for technical skills—now responsible for people.

Supervisor Team Leader Leading Hand Crew Leader
Site Supervisor Operations Supervisor Workshop Supervisor
Warehouse Supervisor Logistics Supervisor Shift Supervisor

TIER 2

Emerging Leaders

Preparing high-potential people for leadership before promotion.

Senior Administrator Coordinator Senior Operator
High-Potential Employee Future Manager

TIER 3

New Managers

Many managers have never received formal leadership training.

Operations Manager Department Manager Branch Manager
Service Manager

TIER 4

Business Owners

Technically excellent but lacking structured leadership and people management skills.

Trade Business Owner Transport Company Owner
Construction Company Owner

LLN ASSESSMENT

All students must complete a **Language, Literacy and Numeracy (LLN) assessment** conducted by Harness Energy as part of enrolment to confirm suitability and identify any learning support needed.

SUBSIDISED CO-CONTRIBUTION

No concession

\$880*

SUBSIDISED CO-CONTRIBUTION

Concession

\$352*

FEE-FOR-SERVICE

Not eligible for subsidies

\$2,999*