NDS Disability Emerging Leaders Program

BSB40520 – Certificate IV in Leadership and Management

Duration: 40 weeks

Program Overview

NDS has partnered with Australasian Leadership Academy (ALA) to deliver the **NDS Disability Emerging Leaders Program,** designed to facilitate the rapid advancement of frontline and mid-level managers in the disability sector. ALA is a National Registered Training Organisation (RTO 41012).

The program is guided by Australasian Leadership Academy, Program Managers, Facilitators, Assessors and Mentors, and aims to set a new standard in the provision of work-based, outcome-driven management development. Program modules have been aligned to the NDIS Disability Capability Framework and will integrate sector specific resources where applicable.

The program is broken into five themes: People and Performance; Business Planning and Networks; Workplace Relationships; Leading Innovation; and Focus on Customers, each containing two to three modules. Upon completion of the eLearning content for each module, participants are assigned a “Research Tasks & Workplace Application” activity providing opportunity to apply the learning in the workplace.

The “Research Tasks & Workplace Application” activities provide time to reflect on the content and the participant’s thought processes, experiences, and work habits. This helps participants make deeper affective and cognitive connections with the content, contributing to long-term application of the principles that are covered.

Additionally, participants are required to complete a workplace business improvement initiative which runs across the duration of the program. This key activity is supported by scheduled mentoring sessions.

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NDS Leadership Development

Program Facilitator and Delivery

This is a nationally recognised qualification delivered by ALA, is delivered via ALA's online Training Portal and can be completed at the participants own pace.

Recommended timelines and milestones are provided to keep learners on track. Learners have access to facilitators and mentors throughout the period in addition to two formal phone/web based mentoring sessions.

As this program is a blended eLearning program, access to a computer and internet is required.

What will I learn?

You will learn how to communicate effectively as a workplace leader, implement an operational plan, promote innovation, lead effective workplace relationships & teams and implement customer service strategies.

Proficiency in managing projects and developing work priorities will be taught as well as skills for planning and completing your own work on time and on schedule.

Training Investment

$3,300 per participant discounted rate for NDS members (Non-members costs RRP $3,500).

This fee includes all course materials, assessments and 12 months access to global eLearning content. (GST exempt)

Qualifications
conferred by Australasian Leadership Academy Pty Ltd
Registered Training Organisation ID 41012

ALA Landing Page Link to Register -
https://training.australasianleadership.com/nds

NDS Leadership Development

For more information, contact National Learning & Development team at learnanddevelop@nds.org.au

NDS Leadership Development

NDS Disability Emerging Leaders Program Structure

Program outline

Module name	Unit of Competence	Due Dates Week
Part 1 **- Workplace Business Improvement - Submit Project Decision Making & Overview** *First 1:1 mentoring session*		**Week 2**
THEME 1 – People & performance		
Personal Accountability	BSBPEF402 Develop work priorities	**Week 8**
People Management	BSBLDR411 Demonstrate leadership in the workplace	
THEME 2 – Business planning & networks		
Operational Planning & Execution	BSBOPS402 Coordinate business operational plans	**Week 12**
Part 2 – **Workplace Business Improvement – Submit your Project / Operational Plan** *Second 1:1 mentoring session*		**Week 14**
THEME 3 – Workplace relationships		
Communication	BSBLDR412 Communicate effectively as a workplace leader	**Week 18**
	BSBXCM401 Apply communication strategies in the workplace	
Organisation Relationships	BSBLDR413 Lead effective workplace relationships	
THEME 4 – Leading & innovation		
Innovation	BSBSTR401 Promote innovation in a team environment	**Week 24**
Leadership & Teamwork	BSBLDR414 Lead team effectiveness	
	BSBXTW401 Lead and facilitate a team	
	BSBLDR521 Lead the development of diverse workforces	
THEME 5 – Focus on customers		
Customer Relationships	BSBOPS404 Implement customer service standards	
Community Engagement	BSBTWK401 Build and maintain	

	business relationships
Part 3 – **Workplace Evidence & Validation:** ▪ Workplace Business Improvement – Submit Final Report ▪ **Workplace Evidence** – Submit 3rd Party Report, Evidence Summary & Evidence Portfolio ▪ Checklist & Candidate Declaration – Check & complete declaration	**Week 36**
Final Steps & Assessment: Assessor Verification Competency Conversation	**Week 40**

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Registered Training Organisation - RTO ID # 41012