



Australian Government

Department of Education, Employment and Workplace Relations

BSB50710 Diploma of Business (Governance)

Revision Number: 2

BSB50710 Diploma of Business (Governance)

Modification History

| Release | Comments |
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| Release 2 | <p>New release of this Qualification released with <i>version 6 of BSB07 Business Services Training Package</i>.</p> <p>Wording in packaging rules changed ie three to 3 and two to 2.</p> |

Description

Descriptor

This qualification reflects the role of individuals who contribute their skills and knowledge to leading, monitoring and guiding the activities of Aboriginal and Torres Strait Islander organisations, and who bring a wide range of knowledge, skills, talents and experience to their organisations. They provide leadership and guidance to others and have responsibility for the output of others.

Boards of Aboriginal and Torres Strait Islander community-managed organisations operate in two worlds; they have cultural obligations to their community as well as legal and financial obligations to the wider community and funding bodies.

In their special role of leading their organisations, board members would ensure that while fulfilling their duties, they are individually and collectively contributing the best value to the board, organisation and community.

Job roles

Possible job roles relevant to this qualification include:

- board chairperson
- board member
- manager or senior staff member in an Aboriginal and Torres Strait Islander organisation
- senior public servant working with Aboriginal and Torres Strait Islander boards of governance.
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Pathways Information

Qualification pathways

Entry requirements

There are no entry requirements for this qualification.

Pathways into the qualification

Preferred pathways for candidates considering this qualification include:

- BSB41910 Certificate IV in Business (Governance) or other relevant qualifications

OR

- extensive vocational experience as a member of a board of governance of an Aboriginal and Torres Strait Islander organisation, but with no formal qualifications.

Pathways from the qualification

A range of other Diploma and Advanced Diploma qualifications.

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification considerations

There is no direct link between this qualification and licensing, legislative and/or regulatory requirements. However, Aboriginal and Torres Strait organisations operate in a variety of environments and some aspects of governance activities may be subject to legislation, rules, regulations and codes of practice relevant to different job roles and jurisdictions.

Entry Requirements

Not applicable.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills required by industry for this qualification. The employability skills facets described here are broad industry requirements that may vary depending on qualification packaging options.

| Employability skill | Industry/enterprise requirements for this qualification include: |
|---------------------------|--|
| Communication | <ul style="list-style-type: none"> communicating in a range of styles to suit different audiences facilitating community participation and control in decision making negotiating purpose of meetings and contracts using culturally appropriate strategies representing board and network effectively |
| Teamwork | <ul style="list-style-type: none"> delegating tasks mentoring and motivating others working with a wide range of people, including Elders, traditional owners, community members, government workers, managers, staff and board members |
| Problem-solving | <ul style="list-style-type: none"> budgeting and evaluating costs to measure financial position managing conflict, identifying options for resolving disputes and making decisions that reflect the wellbeing of the community |
| Initiative and enterprise | <ul style="list-style-type: none"> applying a range of options in response to workplace matters responding to new and changing circumstances to ensure the sustainability of the organisation translating agreed decisions into creative outcomes |
| Planning and organising | <ul style="list-style-type: none"> leading the strategic planning cycle managing a number of tasks and coping with irregularities and breakdowns in routine researching information and disseminating it throughout the community |
| Self-management | <ul style="list-style-type: none"> applying knowledge in a self-directed manner complying with legislation and statutory requirements as a board member planning own work, predicting consequences and identifying improvements |
| Learning | <ul style="list-style-type: none"> identifying skills gaps and providing training opportunities as required inducting and mentoring new staff managing the performance of team members |

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY**Technology**

- using technology:
 - for creating, storing and distributing information
 - when representing the organisation
 - to gather information
 - to assist the management of information and financial records, and the planning process

Packaging Rules

Total number of units = 12

7 core units plus

5 elective units

3 elective units must be selected from the elective units listed below.

2 units may be selected from the elective units listed below, from elsewhere in this Training Package, or from any other currently endorsed Training Package or accredited course at this qualification level, or Certificate IV or Advanced Diploma level.

Elective units must be relevant to the work outcome, local industry and/or community requirements, and the qualification level.

Core units

BSBATSIC412A Maintain and protect cultural values in the organisation

BSBATSIL411A Undertake the roles and responsibilities of a board member

BSBATSIL510A Appoint and work with a manager

BSBATSIL511A Lead the organisation's strategic planning cycle

BSBATSIL503C Manage conflict

BSBATSIM505C Control organisational finances

BSBATSIM506C Develop employment policies

Elective units**ATSI Governance**

BSBATSIC511A Plan and conduct a community meeting

BSBATSIL512A Be a leader in the community

BSBATSIM511C Develop enterprise opportunities

BSBATSIM514A Recruit and induct staff

BSBATSIW514C Represent your organisation

BSBATSIW515C Secure funding

Sustainability

BSBSUS501A Develop workplace policy and procedures for sustainability

Other

PSPGOV507A Undertake negotiations

NOTE 1: If candidate is selecting the unit PSPGOV507A Undertake negotiations, registered training organisations should contextualise it to include situations relevant to negotiations undertaken by board members of Aboriginal and Torres Strait Islander organisations. Suggestions for contextualisation include broadening the range statement and evidence guide to include the following:

- range statement - stakeholders may include:
 - board members
 - Elders
 - traditional owners
 - community members
- evidence guide - resources required:
 - case studies and workplace, *organisational or community* scenarios
- evidence guide - where and how to assess evidence:
 - a workplace or *organisational* environment or one that closely resembles normal work or *organisational* practice...etc.
 - assessment methods should reflect workplace or *organisational demands*...etc.
 - assessment methods suitable for valid and reliable assessment of this unit of competency may include authenticated evidence from the workplace, *organisation, community* and/or training courses.

NOTE 2: This qualification is copyright to the Office of the Registrar of Indigenous Corporations.