Australian Government

BSB52318 Diploma of Governance

Release 2

BSB52318 Diploma of Governance

Modification History

Release	Comments
Release 2	This version first released with BSB Business Services Training Package Version 5.0. Version created to update Elective Unit list.
Release 1	This version first released with BSB Business Services Training Package Version 3.0.

Qualification Description

This qualification applies to board of governance roles. Individuals undertaking this qualification will typically be a board chairperson or a board member with special responsibility, a coordinator of quality governance or a committee member.

Those undertaking this qualification provide leadership and guidance to others with some responsibility for the output of others.

Individuals at this level display initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others. They use communication skills to support individuals and teams to meet organisational requirements.

Licensing/Regulatory Information

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements

Entry to this qualification is limited to those individuals who:

- have completed a Certificate IV in Governance

or

- provide evidence of competency in the core units required for BSB40915 Certificate IV in Governance

or

- have vocational experience in a range of environments working with boards of governance, but with no formal qualification.

•

Packaging Rules

Total number of units = 12

6 core units plus

6 elective units, of which:

- 4 units must be selected from the elective units listed below
- the remaining 2 elective units may be selected from the elective units listed below, or any currently endorsed Training Package or accredited course at the same qualification level
- if not listed below, 1 unit may be selected from a Certificate IV or Advanced Diploma from any currently endorsed Training Package or accredited course.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

Core Units

BSBGOV404 Communicate with community stakeholders

BSBGOV405 Undertake the roles and responsibilities of a committee or a board member

BSBGOV501 Review and apply the organisation's constitution

BSBGOV503 Conduct organisational strategic planning

BSBGOV504 Monitor organisational finances

BSBLDR513 Communicate with influence

Elective Units

BSBADM502 Manage meetings

BSBCOM503 Develop processes for the management of breaches in compliance requirements

BSBDIV501 Manage diversity in the workplace

BSBFIM501 Manage budgets and financial plans

BSBGOV502 Recruit and coordinate committee members

BSBGOV505 Seek and apply for funding opportunities

BSBGOV506 Manage advocacy for your organisation

BSBGOV507 Manage board or committee and organisational conflict

BSBHRM506 Manage recruitment selection and induction processes

BSBHRM512 Develop and manage performance-management processes

BSBINN501 Establish systems that support innovation

BSBIPR501 Manage intellectual property to protect and grow business

BSBLDR502 Lead and manage effective workplace relationships

BSBLDR511 Develop and use emotional intelligence

BSBMGT516 Facilitate continuous improvement

BSBMGT517 Manage operational plan

BSBPUB503 Manage fundraising or sponsorship activities

BSBRSK501 Manage risk

BSBSMB401 Establish legal and risk management requirements of small business

BSBSUS501 Develop workplace policy and procedures for sustainability

BSBWHS521 Ensure a safe workplace for a work area

BSBWOR501 Manage personal and work priorities and professional development

BSBWOR502 Lead and manage team effectiveness

BSBWRT401 Write complex documents

CHCPRP001 Develop and maintain networks and collaborative partnerships

FNSCMP501 Comply with financial services legislation

PSPGEN049 Undertake negotiations

Qualification Mapping Information

Supersedes and is equivalent to BSB52315 Diploma of Governance.

Links

Companion Volume Implementation Guides are available from VETNet - https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da40 7e23c10

PwC's Skills for Australia