



## PSP60404 - Advanced Diploma of Government (Human Resources)

### **Award**

PSP60404 - Advanced Diploma of Government (Human Resources)

### **Overview**

This specialist qualification covers the competencies required for those managing human resources within a public sector organisation.

### **Who Should Attend**

This qualification is designed for people who would like to progress into senior management in a human resources area. It is particularly suited to Executive Level Officers, Human Resource Managers and Business Unit Managers.

### **Entry Requirements**

To be eligible to enter this Advanced Diploma you will need to:

- be mature age (20 years or over)
- be currently working in, or contracted to the public sector with a minimum of three years full-time work experience
- have access to the specific work practices and procedures required to demonstrate competency in the units undertaken.

If you are unsure please contact us as we can provide further information in relation to entry requirements.

### **Program Structure**

Fifteen units are required for this qualification, comprising seven *Required Units* and eight *Electives*.

#### *Part 1 – Required Units*

PSPETHC601B	Maintain and Enhance Confidence in Public Service
PSPGOV601B	Apply Government Systems
PSPGOV602B	Establish and Maintain Strategic Networks
PSPLEGN601B	Manage Compliance with Legislation in the Public Sector
PSPMNGT605B	Manage Diversity
PSPOHS602A	Manage Workplace Safety
PSPPOL603A	Manage Policy Implementation



*Part 2 - Elective Units (choose 8 electives)*

PSPHR612A	Manage Recruitment
PSPHR613A	Manage Retention and Separation
PSPHR614A	Manage Employment Relations
PSPHR615A	Manage Human Resource Development Strategies
PSPHR616A	Manage Performance Management System
PSPHR617A	Manage Redeployment
PSPHR618A	Manage Human Resource Information
PSPHR620A	Manage Organisational Development
PSPHR703A	Provide Leadership in Strategic Human Resource Management

When you have successfully completed both Parts 1 and 2 you will be awarded the Advanced Diploma of Government (Human Resources).

More detailed information on each unit is available at [www.ntis.gov.au](http://www.ntis.gov.au).

### **Recognition for Prior Learning**

You will have the opportunity to apply for Recognition for Prior Learning before the commencement of this course. This service recognises skills and knowledge gained through work, previous study and life experiences that may be relevant to this program. If your application for recognition is successful it could reduce the study time required for completion.

### **About Magical Learning**

Magical Learning is committed to providing excellence in training. We utilise accelerated learning techniques to enhance the effectiveness of our courses.

Our facilitators are experts in government and we are constantly updating our course material to include latest research and developments in the human resource discipline.

### **Cost**

The cost of this program is \$4,995 per participant, or \$4,700 per participant for Magical Learning Club members and groups of three or more.

To join the Magical Learning Club (membership is free), sign-up online at [www.magicallearning.com/club.html](http://www.magicallearning.com/club.html) or email [club@magicallearning.com](mailto:club@magicallearning.com).

### **Further Information**

Contact us on (02) 6260 8220 or [learn@magicallearning.com](mailto:learn@magicallearning.com).