



PSP50804 - Diploma of Government (Human Resources)

Overview

This specialist qualification covers the competencies required of independent and self-directed work in human resources in the public sector.

Who Should Attend

This qualification is designed for people working in human resources in the public sector.

Entry Requirements

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

- be mature age (20 years or over)
- be currently working in, or contracted to the public sector
- 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

Eleven units are required for this qualification, comprising six *Required Units* and five *Electives*.

Part 1 – Required Units

PSPETHC501B	Promote the Values and Ethos of Public Service
PSPGOV504B	Undertake Research
PSPGOV505A	Promote Diversity
PSPGOV512A	Use Complex Workplace Communication Strategies
PSPLEGN501B	Promote Compliance with Legislation in the Public Sector
PSPOHS501A	Monitor and Maintain Workplace Safety



Part 2 – Elective Units (Choose 5 Electives)

PSPHR402A	Administer Human Resource Processes
PSPHR503A	Facilitate Performance Management Processes
PSPHR504A	Implement Workforce Planning and Succession Strategies
PSPHR505A	Implement Staffing Policies
PSPHR507A	Coordinate Employee Support
PSPHR508A	Coordinate Career Development
PSPGOV502B	Develop Client Services

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

More detailed information on each unit is available at 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.

Cost

The cost of this program is \$4,400 per participant, or \$4,200 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 or email club@magicallearning.com.

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 human resources.

Further Information

Contact us on (02) 6260 8220 or learn@magicallearning.com.



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