



PSP50104 - Diploma of Government

Overview

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

Who Should Attend

This qualification is particularly suited to those working in an environment where there is a range of responsibilities which are diverse in nature rather than within a narrow specialisation and /or they work in small or regionally based organisations.

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

This qualification comprises of 6 Required Units and 5 Electives.

Part 1 – Public Sector Management – 6 Required Units

PSPETHC501B	Promote the Values and Ethos of Public Service
PSPGOV504B	Undertake Research and Analysis
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 – Choose 5 Elective Units

PSPGOV502B	Develop Client Services
PSPGOV503B	Coordinate Resource Allocation and Usage
PSPGOV506A	Support Workplace Coaching and Mentoring
PSPGOV507A	Undertake Negotiations
PSPGOV508A	Manage Conflict
PSPGOV509A	Conduct Evaluations
PSPGOV510A	Undertake and Promote Career Management
PSPGOV511A	Provide Leadership
PSPGOV513A	Refine Complex Workplace Documents
PSPGOV514A	Facilitate Change
PSPGOV515A	Develop and Use Political Nous
PSPGOV516A	Develop and Use Emotional Intelligence
PSPGOV517A	Coordinate Risk Management
PSPGOV518A	Benchmark Performance
PSPGOV519A	Manage Performance

When you have successfully completed both Parts 1 and 2 you will be awarded a Diploma of Government.

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 the public sector.

Further Information

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



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