



**Australian
College**
of Commerce & Management

Diploma of Human Resource Management

BSB50320

The diploma-level qualification for human resources professionals taking the next step in their career



The  difference

- ✓ **Maximum Flexibility** - No set study times or off-site training.
- ✓ **All Materials Online** - designed to suit a wide range of learning styles.
- ✓ **Available 24/7** - via computer, tablet or mobile phone.
- ✓ **Proactive Student Advisers** - helping to drive progress.
- ✓ **Coaching and Ongoing Support** - it is part of our service.



Call ACCM today

1300 515 321

Foundation Skills

Effective Communication Strategies
WHS workplace obligations
Managing organisational risk
Building and leading motivated teams

Specialty Skills

Workforce planning and diversity
Recruitment and onboarding
Driving learning and development
Managing industrial relations
Leading performance management

30 YEARS
of meeting employers' needs

✉ courses@accm.edu.au

🌐 www.accm.edu.au

RTO ID: 1441

DIPLOMA OF HUMAN RESOURCE MANAGEMENT

BSB50320

COURSE DESCRIPTION:

The BSB50320 Diploma of Human Resource Management will expose your staff to an in depth focus on a range of strategic areas, including recruitment, team building and industrial relations.

This diploma has specific entry requirements set by the government. Applicants must have completed four HR-related Units of Competency (BSBHRM411, BSBHRM412, BSBHRM415 and BSBHRM417) or have two years of recent full-time work in an HR role that address work similar to the units listed. Please contact ACCM for more information or visit our website.

SUBJECT	UNIT	CODE	DURATION (weeks)
Deliver Learning and Development Support	Coordinate the learning and development of teams and individuals	BSBHRM523	6
Effective HR and Performance Management Support	- Facilitate performance development processes - Coordinate human resource functions and processes	BSBHRM521 BSBHRM527	9
Build and Effective and Motivated Team	- Lead and manage effective workplace relationships - Communicate with influence - Develop and use emotional intelligence	BSBLDR523 BSBCMM511 BSBPFE502	11
Implementing Effective Safety Procedures	Implement and monitor WHS policies, procedures and programs	BSBWHS411	8
Determine Workforce Needs	- Manage business risk - Coordinate workforce plan implementation - Lead diversity and inclusion	BSBOPS504 BSBHRM524 BSBTWK501	7
Manage Recruitment and Onboarding	Manage recruitment and onboarding	BSBHRM525	8
Implement an Employee Assistance Program	Coordinate health and wellness programs	BSBHRM531	6
Manage Employee and Industrial Relations	Manage employee and industrial relations	BSBHRM522	9

If you would like to discuss additional electives, please contact us.

FEES - BSB50320 DIPLOMA OF HUMAN RESOURCE MANAGEMENT

STATE / TERRITORY	NEW ENTRANT TRAINEESHIPS	EXISTING WORKER TRAINEESHIPS	FULL FEE / EMPLOYER SPONSORED
New South Wales	\$0	\$5625	\$5625
Australian Capital Territory	\$350	\$350	\$5625
South Australia	\$5625	\$5625	\$5625
Tasmania	\$5625	\$5625	\$5625
QLD, WA, NT, VIC	\$5625	\$5625	\$5625

STATE SUBSIDY DECLARATIONS, AS APPLICABLE

New South Wales (NSW)

This training is subsidised by the NSW Government.

Tasmania (TAS)

Supported by the Tasmanian Government

Australian Capital Territory (ACT)

Australian Apprenticeships in the ACT are funded by the ACT and Australian Governments

South Australia (SA)



Supported by
**Government of
South Australia**

Visit www.skills.sa.gov.au for Participant Eligibility Criteria



NATIONALLY RECOGNISED
TRAINING