

Diploma of Human Resources Management

BSB50607

Overview

Training for Work's Diploma of Human Resources Management is designed for students who work in human resource management roles. The qualification provides training in the management of workforce planning, employee remuneration and benefits, recruitment, selection and induction, mediation processes and project management.

The Diploma of Human Resources Management is delivered one-on-one over a period of 12 to 24 months with up to 9 x 1 to 1.5 hour training and assessment visits at the student's workplace by a qualified and experienced Industry Training Consultant.

Entry Criteria

To enrol in Training for Work's Diploma of Human Resources Management, students must be:

- an Australian citizen or permanent resident; and
- currently employed in the business sector as a human resource officer or manager.

People with disabilities are encouraged to enrol.

Programme Structure

Students are required to complete all units listed below.

BSBHRM501A

Manage human resources services

BSBHRM503B

Manage performance management systems

BSBHRM504A

Manage workforce planning

BSBHRM505B

Manage remuneration and employee benefits

BSBHRM506A

Manage recruitment, selection and induction processes

BSBHRM510A

Manage mediation processes

BSBLED501A

Develop a workplace learning environment

BSBPMG510A

Manage projects

Please note: The units of competency listed are in alphabetical/numerical order based on code.

A summary of the employability skills students will develop through this qualification can be downloaded from <http://employabilityskills.training.com.au/>

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Recognition of Prior Learning (RPL)

Training for Work will offer all students RPL. Students may be eligible to receive recognition of prior learning for units based on their work experience and training they have previously undertaken.

Credit Transfer

Training For Work will offer all students Credit Transfer. Students may be eligible for credit transfer when they have previously completed the identical unit or a unit deemed equivalent by the training package author / developer.

Assessment

Students will be assessed in each unit using a combination of assessment tasks. The combination of assessment tasks will include:

- written assessment activities;
- a final assessment/project; and
- a manager/peer review.

For some units, students may also be required to complete written or oral questions in addition to the above combination.

Students are required to satisfactorily complete all assessment tasks for each unit.

For each unit students will receive an outcome of satisfactory (i.e. competent) or unsatisfactory (i.e. not yet competent). Students who do not satisfactorily complete a unit will be provided feedback and the opportunity to review and resubmit assessment tasks. No additional fees are charged for students who resubmit assessment tasks.

Support Services

Students may contact their allocated industry training consultant at any time via telephone or email to request

support. Support may include but is not limited to assistance with assessment tasks and language, literacy and numeracy.

Pathways

Students who successfully complete Training for Work's Diploma of Human Resources Management have the opportunity to further their studies and undertake a Bachelor degree by distance education/online learning with three leading Australian Universities.

Bachelor of Business
(University of New England)

**Diploma of
Human Resource
Management**
(Training for Work)

Bachelor of Accounting
(Central Queensland University)

Bachelor of Business
(Central Queensland University)

Fee Agreement

For students located in New South Wales

This training is funded by the NSW Government in partnership with the Commonwealth Government.

For students located in all other Australian States / Territories

Dependent on individual student circumstances, Training for Work in conjunction with the relevant State / Territory and the Commonwealth Government may be able to access a subsidy or incentive to cover the cost of training.



**Government funded
places available**

Call 1300 885 720
for further information