



Essential Leadership and Management Skills

for Automotive Fleet Managers & Industry Participants

BSB51918 - Diploma of Leadership and Management

Swinburne University RTO Code 3059

About the Program

The Swinburne Diploma of Leadership and Management being offered in conjunction with the Australasian Fleet Management Association (AfMA) has been contextualised to support and build the skills of fleet managers and automotive industry managers from manufacturers, fleet management organisations and supply chain specialists. The program focuses on the everyday challenges and opportunities in managing their portfolios and teams, as well as providing effective leadership for their organisation.

Skills

By undertaking this program, the skills you will develop include:

- Managing personal work priorities and professional development
- Using emotional intelligence
- Communicating with influence
- Undertaking project work
- Managing risks
- Managing your budgets and financial plans
- Managing your operational plan
- Providing and managing quality customer service
- How to design and implement continuous improvement processes
- Lead and manage effective workplace relationships
- Lead and manage team effectiveness
- Ensuring a safe workplace

Application in the Workplace

The program schedule is designed to allow you apply your learning back into the workplace, as well as working with your colleagues on a business project. These projects will be supported by your organisation and will reflect a Return on Investment (ROI) for your involvement.

Duration

The Diploma program's fast track format uses a combination of cutting edge delivery methods embracing face to face learning, virtual classrooms and Quitch, whilst incorporating a final assessment being a project, the scope of which is agreed between the employer, facilitator and participant.

Participants

There will be between 12 to 16 participants in any one group.

Benefits of Undertaking the Program

The program is highly practical and interactive, and will accommodate you even if it has been years since you undertook any studies or formal learning.

Benefits include:

- Build the leadership skills you need to excel in Fleet Management or the Automotive Industry.
- Strengthen your management ability and credentials.
- Workshops facilitated by experienced industry specialists and practitioners.
- A nationally accredited leadership program endorsed and supported by your industry peak body AfMA.
- Swinburne has provided a discounted rate for AfMA participants, 29% savings for Melbourne people and 16% discount for Sydney and Brisbane.
- On successful completion you will have a higher education pathway to further your studies through a number of Swinburne Graduate Certificates and MBA programs.

How to Access the Course

Contact Swinburne on 03 9214 4960 or AfMA 03 9866 6056 for more information and to reserve your place.

About Swinburne

Swinburne was established in 1908 to provide opportunity through education. Today we are leaders in science, technology, innovation, business and design. We are an innovative and inclusive university providing high-quality, career-oriented education and strong engagement with industry and the community. Swinburne was ranked in the top 400 research-intensive universities in the world (top 3 in Melbourne) by the Academic Ranking of World Universities 2015.

About Swinburne Industry Solutions

At Swinburne, we believe that to build a successful future, you need the combination of broad impartial knowledge paired with practical learning. Our purpose is to provide practical, relevant and contemporary professional development programs specialising in leadership and management, coaching and business skills. We apply the best of Swinburne's academic knowledge to deliver learning and development programs that build capability and deliver results. Our programs are as dynamic and diverse as the challenges faced by leaders and managers in today's business landscape.

About AfMA

The Australasian Fleet Management Association (AfMA) is a not-for-profit organisation with over 600 members throughout Australia and New Zealand. AfMA's charter is to enhance Fleet Management as a profession in its own right, to provide knowledge, information and resources to our members and to lobby and advocate on behalf of the fleet industry.

The information contained in this flyer was correct at the time of creation (Sept 2019) but is subject to alteration or amendment without notice by Swinburne.

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Contact:

Swinburne: 03 9214 4960
AfMA: 03 9866 6056

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Work Smarter.