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CREDITS:  
120

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AVERAGE  
DURATION:  
18-24 months

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COST: \$2000  
(incl GST)

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IDEAL FOR:

- Strategic Leaders and Managers



## New Zealand Diploma in Business (Level 6) *Leadership and Management*

### Qualification and programme overview

This leadership and management programme is for leaders and managers with direct reports and strategic management responsibilities.

The programme has been developed specifically for those working in the health, mental health, aged support, disability, social services, youth work, cleaning and urban pest management sectors and will recognise current knowledge and skills that are required to contribute to the achievement of an organisation's strategic objectives.

This programme was developed in direct response to demand from the sectors that Careerforce represents. It was developed in consultation with the sector and reflects the skills, knowledge and competencies that the sector identified as required.

### The programme recognises the following competencies in the manager and how the manager applies these to the role:

- Motivating and developing self and others toward improving employee engagement and productivity.
- Determining and developing your organisation's strategic objectives, applying the principles and practices of operations, management accounting, sales/marketing, HR and risk management.
- Contributing at strategic levels to innovation and organisational change.
- Researching, evaluating and communicating information for organisational performance.
- Developing and maintaining strategic business relationships with stakeholders.
- Applying analytical and problem-solving skills to resolve complex situations and challenges.
- Modelling professional, ethical and socially and culturally appropriate behaviour.
- Developing strategies for managing the impact of external environments on your organisation.
- Analysing how the origin and nature of the bi-cultural partnership (as embedded in the Treaty of Waitangi) can be applied to business activities and relationships.
- Managing and leading people to enable them to achieve personal and organisational goals.



**Careerforce**  
te toi pūkenga

Qualifications for Life.  
Skills for Good.

- Leading and implementing change projects and change.
- Analysing and applying financial information to make informed decisions and forecasts.

## Programme structure

### Module 1: Design and develop strategic objectives

This module will assess the employee's competence in applying business knowledge for achieving the strategic objectives of the organisation. The employee will choose two areas for improvement that will enhance your organisation's purpose and future direction.

### Module 2: Strategies for environmental factors

This module assesses the competence of the leader or manager in developing strategies for managing the impact of environmental factors and their effects on your organisation's performance.

### Module 3: Goals, innovation and change

This module assesses the employee's contribution to innovation and organisational change in strategic contexts. This includes applying problem-solving and decision-making skills to resolve complex and challenging situations.

### Module 4: Lead and manage strategically

This module assesses the employee's ability to lead and manage people to achieve the organisation's strategic objectives. It involves developing resilience and emotional intelligence and creating a positive workplace culture where engagement and commitment from team members is developed.

### Learning and assessment resources

Online learning and assessments can be done through Aka Toi, the Careerforce online learning platform. Access to interactive learning activities, theory content and assessment is now available for this qualification.

### Supporting you

*Careerforce is the Industry Training Organisation (ITO) for the growing health and wellbeing, social and community, cleaning and urban pest management sectors. We support employers to implement workplace-based training, enabling employees to achieve nationally recognised qualifications and deliver positive outcomes.*

*Every year we help thousands of trainees to get recognised qualifications and progress their knowledge and skills to improve their practice. With the right training programme, staff are able to contribute to their organisations and provide quality support to many people.*

*We are there every step of the way: from workforce development planning, to helping you establish a training culture, including training your workplace assessors, to providing rich and relevant resources and connections with the wider sector.*

#### Get in touch with your regional Workplace Advisor:

Across New Zealand, we have Careerforce Workplace Advisors ready to help. Tap into their expertise to find a suitable qualification for your staff at different levels, and ask about the grants and funding available. We'll work together to develop your workforce.

**Phone:** 0800 277 486

**Email:** [info@careerforce.org.nz](mailto:info@careerforce.org.nz)

**Web:** [careerforce.org.nz](http://careerforce.org.nz)

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