

Advanced Diploma of Government PSP60104

Aim of the Program

The aim of the Advanced Diploma of Government program is to provide participants with a fundamental knowledge of the competencies required for work in the public sector which is autonomous and often non-routine. Successful completion of the program results in the award of the nationally recognised qualification from the Public Services Training Package 2004.

Target Audience

Any person in the public sector agency or government owned corporation who enters the public sector with another qualification as well as those progressing within the sector.

Program Overview

It is generalist in nature to suit the requirements of working in small or regionally based organisations or where responsibilities are diverse in nature rather than within a narrow specialisation. There will be management or guidance of others without the role being that of a specialist manager, which is catered for in the Advanced Diploma of Government (Management). Electives should reflect the responsibilities of the individual and the job skills required for effective performance. Where a free choice of Electives is possible in the qualification packaging rules, Electives may also be drawn from other Training Packages to reflect the work context and career plans of the individual. Please note that if all Electives are chosen from a single Competency Field, a specialist qualification may result. Requirements for specialisations are listed under the relevant Competency Field. This generalist qualification covers the competencies required of finance officers in the public sector.

Units in the Program

There are 15 Units in the program (7 Required + 8 Elective)

Required Units

PSPETHC601B Maintain and enhance confidence in public service
 PSPGOV601B Apply government systems
 PSPGOV602B Establish and maintain strategic networks
 PSPLEGN601B Manage compliance with legislation in the public sector
 PSPMNGT605B Manage diversity
 PSPOHS602A Manage workplace safety
 PSPPOL603A Manage policy implementation

Elective Units

Choose 8 electives using those following, **and/or**

from anywhere in this Training Package, packaged at the same level, **and/or**

from any other set of endorsed standards packaged at the same level in accordance with the requirements of those standards, **provided that the units selected do not duplicate content covered in any PSP units.**

Alternatively, one of these eight Electives may be drawn from units of competency packaged at Diploma level.

PSPBORD601A Manage operations
 PSPETHC701A Lead and influence ethical practice in the public sector
 PSPMNGT701B Provide strategic direction
 PSPMNGT702A Influence and shape diversity management
 PSPMNGT703A Lead and influence change
 PSPMNGT704A Undertake enterprise risk management

PSPGOV603B Develop a tender submission response
 PSPGOV604A Foster leadership and innovation
 PSPGOV605A Persuade and influence opinion
 PSPGOV606A Prepare high-level/sensitive written manuals
 PSPHR702B Formulate a strategic human resource plan
 PSPHR703B Provide leadership in strategic human resource management
 PSPPA601A Manage public affairs
 PSPPA602A Provide public affairs advisory service
 PSPPA603A Manage media relationships
 PSPPOL701A Influence strategic policy
 PSPPREG701a Manage investigations program
 PSPSCI601A Manage the provision of high-level scientific technical support
 PSPSCI602A Influence innovation and change through extension
 PSPSCI603A Initiate and conduct scientific/technological research
 PSPSCI701A Create innovation and change through extension
 PSPSCI702A Initiate and lead sophisticated scientific/technological research
 PSPSEC601A Define information systems framework
 PSPSEC602A Manage security awareness
 BSBEBUS603A Evaluate new technologies for business
 BSBEBUS604A Develop a business website strategy
 BSBEBUS608A Develop and implement online information policy
 BSBEBUS610A Develop electronic communication policy
 BSBEBUS615A Use online systems to support managerial decision-making
 BSBMKG601A Develop marketing strategies
 BSBMKG602A Develop a marketing plan
 BSBMKG603A Manage the marketing process
 BSBMKG604A Develop and manage direct marketing campaigns
 BSBMKG605A Evaluate international marketing opportunities
 BSBMKG606A Manage international marketing programs
 PUAWER003A Manage emergency procedures, equipment and other resources
 PUAWER006A Lead an emergency control organisation
 PUAWER007A Manage an emergency control organisation
 PUAWER010A Lead an initial workplace emergency response team
 PUAWER011A Manage initial workplace emergency response teams

Contact us

Major Training Services Pty Ltd

ABN: 57 064 001 270

ACN: 064 001 270

Head Office, Sydney

Unit 8, 157 Queenscliff Road, Queenscliff NSW 2096

PO Box 626, Freshwater NSW 2096

Phone (02) 9907 2375 • Fax (02) 9907 2490

office@majortraining.com.au

www.majortraining.com.au

Canberra Office

66B Maryborough Street, Fyshwick ACT 2609

PO Box 3940, Weston Creek ACT 2611

Phone (02) 6162 0327 • Fax (02) 9907 2490

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