



Combined Team Services

RTO Provider No: 50995

Team Leader

Skill Set BSBSS00063

3 DAY
WORKSHOP



Effective communication is one of the keys that underpins successful leaders.

For team leaders to be able to be truly effective in their roles, an **essential skill** is the ability to **build and maintain** effective working relationships with team members, colleagues and their own managers.

Nationally Recognised Training

- BSBLDR401 Communicate effectively as a workplace leader
- BSBLDR402 Lead workplace relationships
- BSBLDR403 Lead team effectiveness
- BSBMGT402 Implement operational plan



NATIONALLY RECOGNISED
TRAINING

DEVELOPING

LEADERS

The Fine Print!

This course focuses on the way **effective workplace communication** and **productive workplace relationships** are key to ensuring **optimum** outcomes for safety, quality and productivity; while contributing to the creation of **mentally healthy workplaces**.

Training Details - 3 days classroom based training

The three-day training course takes participants through the theory and knowledge related to each of the units.

The training focuses on developing the talent within the team to help build the capacity of the organisation and potential leaders; and developing the potential leaders amongst their team.

Assessment - Post Workshop

Following the training, participants have a number of workplace activities to complete and record over a three-month period. The work has been structured so that participants implement and apply the strategies they have learned to ensure the effectiveness and productivity of their “real world” work team.

While completing the workplace tasks, participants are supported by CTS trainers conducting workplace visits, as well as by remote support via phone, skype or email.

Participants who elect to be assessed to obtain the Nationally Recognised Skill Set have 6 months to complete the assessment tasks after attending the 3 day workshop.



COMBINED TEAM SERVICES
CUSTOM **TRAINING** SOLUTIONS

Team Leader Skill Set Program Fees

3 Day Classroom face to face \$990

Plus Assessment Fees: \$500

**Morning/afternoon tea, light lunch and all course
resources are supplied.**

**Book Online Now or
Contact Us for More Information**

9724 6580 or 1300 262 807

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This course is the ideal starting point for any leader or manager wanting to acquire the essential skills required by a team leader.