

# Your Next Steps in Your Career

LGA40120

Certificate IV in Local Government

## Course Details

**Course Code:**  
LGA40120

**Duration:**  
3-12 months  
(depending on  
experience)

**Delivery:** Online +  
Unlimited Phone  
Sessions

**Nationally  
Recognised:**  
Yes

### Suitable Roles:

- Administration Staff
- HR Staff
- Supervisors
- Managers



## Who is this course for?

This course is for you if you are looking for a career within Local Government or are a Supervisor, Manager, or senior Administration staff member from any division within Council.

This practical program provides skills, knowledge, and support so that you can make changes and have your department within Council thriving.

## Where can this course take you?

If you have management or admin experience in Local Government but don't have the piece of paper to go with it at this level, take the opportunity to get recognised for your skills so you can land a new job or promotion within your council or other councils across the country.

We have past Diploma in Local Government students working in Councils throughout Australia. Many have gotten Pay Rises and Promotions in their own Councils or shifted towns and states progressing their careers. Check your Enterprise Agreement to discover what this qualification will gain for you.

*"The support process was very accommodating. The course was especially helpful in improving how I approach team members, and has given me significant insight in how to coach team members".*

— Sidney Thompson

\*Accurate as 14/03/2025 For the latest information see our webpage.

Get Your Postnominal Today!  
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([gti.edu.au/riskfree](http://gti.edu.au/riskfree))



## CONTACT US



**Phone**  
1800 998 500



**Website**  
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**Live Chat**  
[gti.edu.au/contact](http://gti.edu.au/contact)

# Here is how to pay the least amount for your **Qualification**

Click to take our **FREE FUNDING QUIZ** and find out which funding option suits you best.

**FUNDING QUIZ**

## Confused which options may suit you?

Our friendly staff are here to help you out. Give us a call and we will work out the best options for you. Click the button to book a call, or chat to us online.

**CONTACT US**

**Full price of this course is \$5,750. The remaining gap fee of your course can be paid via:**

- Payment Plan
- Tax Deductions Available

**Call 1800 998 500 for more information**



**We look forward to working with you!**

## Units

There are **12 units** in this qualification.

Your units may differ depending if you have credits, if you are completing another qualification also at the same time or if you have chosen different electives.

### **BSBXC401**

Apply communication strategies in the workplace

### **BSBXTW401**

Lead and facilitate a team

### **BSBLDR413**

Lead effective workplace relationships

### **BSBLDR411**

Demonstrate leadership in the workplace

### **BSBLDR414**

Lead team effectiveness

### **BSBOPS403**

Apply business risk management processes

### **BSBWHS411**

Implement and monitor WHS policies, procedures and programs

### **BSBSUS411**

Implement and monitor environmentally sustainable work practices

### **BSBOPS402**

Coordinate business operational plans

### **BSBOPS405**

Organise business meetings

### **BSBOPS304**

Deliver and monitor a service to customers

### **LGACOR001**

Work in local government

## NEXT STEPS

**1**

### **Choose Funding**

Complete our Funding Quiz OR Call Us on 1800 998 500 to find out what funding you are eligible for.

**2**

### **Enrol!**

Meet your Trainer and get started on your course.