

BSB52318

Diploma of Governance

- Get the skills that employers really want.
- Unrivalled support. Delivered with care.
- Absolute flexibility. Your way, your terms.

Education for
the real world

RTO Code - 22530

Step up and take the leadership role you were made for

A governance qualification could be right for you if you're ready to make the leap from middle management to executive, or your first board position. Your dedicated trainer will share their industry expertise and guide you through the material every step of the way. And you'll have plenty of opportunity to apply your learning in real-world scenarios.

Your Monarch Institute governance course textbooks are endorsed by experienced public officials. They're packed with case studies and practical exercises. Your trainers have crucial experience across board types, from private equity to charity. They'll help you develop the real-world skills and knowledge that boards and hiring managers are looking for – not to mention regulators. Forget the jargon, 'management speak' and 'inspirational' quotes. When you study governance with us, you'll pick up practical strategies you can implement for the rest of your career.

Can't wait to step up and take the helm? Already working in an executive role? You'll love the way your expert trainers support you through extending your capabilities. On your terms, on your schedule.

What does the Diploma cover?

- Roles and responsibilities
- Core functions of the organisation
- Stakeholder management
- Board evaluation and compliance
- Organisational strategic planning

Key benefits

Nationally recognised

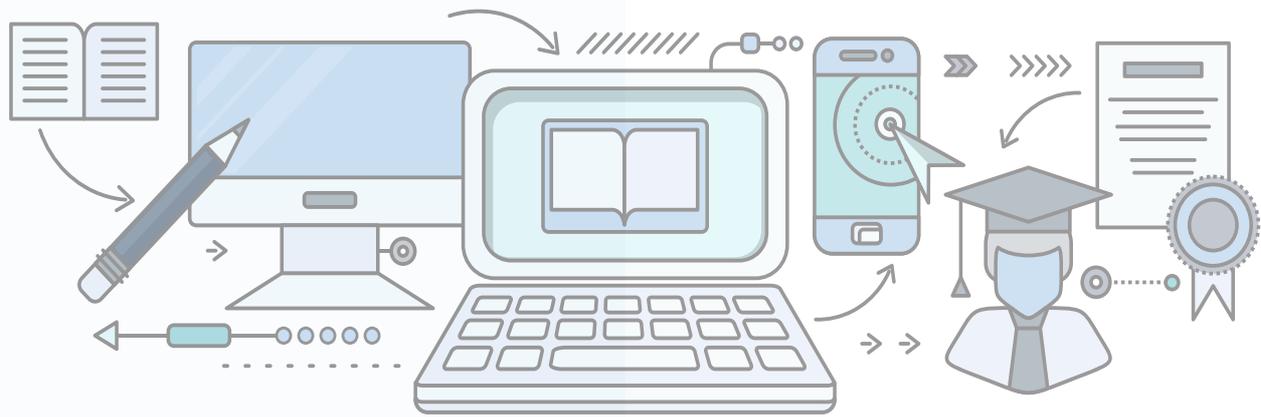
The course is nationally recognised under the Australian Qualifications Framework, so you can use it as a pathway to university qualifications around Australia.

Tailored learning

If you currently work in a management role and have at least five years' experience, you can tailor a training plan specific to your current work situation.

Only course of its kind

Monarch Institute is the only RTO in Australia offering the Diploma of Governance as a fully flexible all-online course. Enjoy a study experience that's fit for your busy professional life.



Study online. With a difference.

This course has been developed to give you absolute flexibility. Study on your couch, on public transport, on your break at work, out in the park – wherever and whenever you like. The best part is, with Monarch Institute, 'online' doesn't mean 'alone'. You'll be backed by our trainers at every step along the way.

You'll get:

- Easy-to-follow course materials
- Videos and webinars
- Heaps of support from your course trainers (phone, email, Skype, Zoom)
- A dedicated admin team on hand to guide you
- Online assessments
- Access to a student Facebook group

What is the course structure?

This course is delivered predominantly online. This means you'll access your learning and assessment resources using an online portal. You can access this anywhere and anytime.

You'll need to study a total of 12 nationally recognised units, which are spread out over five modules.

We consistently receive feedback from our students telling us the course is very well structured and easy to follow. Of course, if you're having trouble wrapping your head around a concept or assessment piece, you can always reach out to your trainer for support.

What is the course duration?

Most students complete this qualification in 12 months to 24 months. Your completion time frame depends on your previous education, work experience, time availability and work rate. You're expected to complete at least one module every four months.

What are the entry requirements?

We have included the entry requirements into the course structure. See website for entry details. Bring your drive, motivation and passion for the industry. If this is your first time studying at this level, we'll need to check your levels of English and maths before you enrol. People with disabilities are encouraged and supported to apply.

Course costs

Monarch's courses are competively priced.

Check our website for the most up-to-date prices at

www.monarch.edu.au/courses

or call us on 1300 738 955.

Course modules

Entry Module / Introduction to Governance

Entry requirement module will enable students to:

- Define the core functions of the organisation.
- Understand the relationship between the organisation, stakeholders and other organisations or entities.
- Determine the effectiveness and efficiency of operations.
- Understand relevant regulations and legislation.

Module 1 / Defining Governance Roles

Module 1 will pay attention to:

- The board's role in compliance and performance.
- The management and oversight of operations.
- The board's role in appointing the CEO.
- The use and implementation of a constitution.
- Working within the overall structure of the organisation.

Module 2 / Functions of the Board

Module 2 will explore:

- The board's role in the development and review of the organisation's vision, purpose and strategic planning.
- The importance of ethics and social responsibility in strategic planning.
- Effective ways of engaging and communicating with stakeholders.

Module 3 / Managing Risk and Finances

In Module 3 you'll learn skills in:

- Establishing the risk context and appetite for the strategic goals of an organisation.
- Identifying risks both internal and external to the organisation.
- Selecting and implementing appropriate risk treatments.

Module 4 / Board Leadership and Effectiveness

Module 4 will focus on:

- Effective board leadership and management strategies.
- The importance of developing and using Emotional Intelligence Capabilities.
- The implementation of clear processes, allowing for effective discussions and decision-making.

Module 5 / Board Evaluation and Compliance

Module 5 will look at:

- Implementing board and individual member evaluation processes.
- Strategies to prevent conflict both within the board or committee and between the board or committee and operational personnel.
- Strategies for managing compliance requirements.



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Career opportunities

Key opportunities include:

- Corporate board member
- Government board member
- Non-profit organisation or charity board member
- Committee member
- Quality governance coordinator
- Governance administrator
- Board secretary

The Diploma of Governance has a massive breadth of applications. Department of Education and Training surveys suggests it's mostly studied by managers, professionals, clerks, and administrative workers. But broadly speaking, it's part of a group of nationally recognised qualifications under the 'management and commerce' field. Many of the topics you'll study as a governance student are breadth topics, giving you skills you can use in a variety of roles.

The Diploma aims to ready you for the rewarding experience of serving on a board, whether corporate, non-for-profit or community-based. Through exploring the corporate governance practice framework in the core units, you will define Governance roles, understand key board functions, learn to improve board processes and ensure board effectiveness. In addition to the core units, you'll learn valuable skills in regulatory compliance, risk management and developing emotional intelligence for successful board participation and overall management. The depth and breath of the Diploma of Governance will formalise your skills and show employers you're committed to being an effective board member.

Governance insights



Corporate (revenue > \$1 million)
board members

\$5,026 - \$62,450 per year

NB: median \$35,500. See sources for details.



Government non-departmental
organisation board members

\$7,274 - \$59,788 per year

(mid band 3 \$27,636.50)

NB: based on Victorian Government Appointment and Remuneration Guidelines
for board members of non-departmental entities, Group A organisations.



Non-profit board members

\$10,000 - \$30,000 per year

NB: majority of organisations that pay board members have annual revenue
> \$10 million.



Charity board members

\$5,000 per year

NB: honorarium for a board member of a larger charity with frequent board
commitments. Based on survey of charities and non-profit organisations.



Volunteer positions

\$0

(Majority of small to medium charity/non-profit
board positions are unpaid)

Governance insights

Why formalise your governance skills?

Applying for board positions for the first time? A qualification in governance could help you stand out as a candidate. It's more than a piece of paper; it's a sign that you're committed to being an effective part of the team.

Alternatively, formalising your knowledge and skills with a diploma could be that X-factor that your organisation's remuneration committee is looking for. The Australian Institute of Company Directors suggests that qualifications should be a prime consideration in determining a director's fees.

Big-picture wisdom

Corporate and not for profit (NFP) governance has been in the headlines a lot recently. Whether it's the sensationalist stuff about board members' pay, or the growing trend towards higher standards of corporate social responsibility, people have got some serious opinions. If you're about to take the next step up and get involved in a board, you've probably got a lot of questions.

A formal qualification in governance will answer a lot of those questions for you. More importantly, it'll give you the framework you need to solve problems yourself. In collaboration with the rest of your team. For example, you'll learn about organisational strategic planning. In other words, a step up from the longer-term plans put in place by senior departmental managers.

Make a difference to a cause you're passionate about

Love volunteering, but want to make an even bigger difference? You could shape the future of a charity or non-profit you love, as a volunteer board member. There are hundreds of vacancies across the country, in different areas from healthcare and disability advocacy to employment services and community arts.



Why choose Monarch Institute?

**You need a different learning experience.
We're ready to deliver.**

Expertise

- ✓ Courses developed with leading academics and industry associations
- ✓ Delivered by brilliant trainers who work with corporate leaders
- ✓ Learn from professionals using real world case studies

Flexibility

- ✓ Fit study around work, family, life.
- ✓ Start immediately, or down the track
- ✓ Flexible payment options

Support

- ✓ Dedicated team of trainers and support staff on hand to guide you
- ✓ Up to date, easy to understand course materials
- ✓ Assessment turnaround in 5-7 business days with comprehensive trainer feedback

Enrol today

Commence your BSB52318 Diploma of Governance with Monarch Institute today to take the next step forward in your career.



To discuss the course that's right for you call
1300 738 955



To find out more information email
info@monarch.edu.au



To enrol, visit our website
www.monarch.edu.au

