

# 2019 Diploma of Human Resources Management



## COURSE OVERVIEW

Dairy Australia has developed a successful Human Resource Management program to provide the skills and qualification for dairy farmers, or those working with dairy farmers, to increase profitability through a more efficient and productive workforce, to comply with legal requirements, and to have low business risk around people.

The program provides a theoretical and practical foundation in dairy recruitment, analysis of roles and responsibilities, working in teams, performance management, the roles of leadership and culture, employment law and industrial relations, policies and procedures, management of working conditions, remuneration and employee benefits, induction processes, separation procedures, training and development issues, succession planning and WH&S.

## APPLICATION AND ENTRY REQUIREMENTS

**Applications close 31 January 2019** - download the form on The People in Dairy website. You will be required to participate in a pre-selection interview and undertake a literacy & numeracy assessment.

It is strongly recommended that you can access a case-study farm as learning and assessment is work focused.

## COURSE OUTLINE

Each of the four workshops involve high quality guest presenters and run for three consecutive days, with "homework" in between sessions.

## WHAT PAST PARTICIPANTS ARE SAYING ABOUT THE PROGRAM

"it was by far the most enjoyable and worthwhile course I have ever taken part in"

"well done on running an exceptional course"

"I would love to stay involved with such a great group of people! Everyone has bought such interesting experiences, skills and knowledge it would be a shame not to capitalise on these connections"

"It really was an amazing course that I got an immense amount out of and I will highly recommend it to others in the future"

"I really enjoyed my HRM Diploma and the tools and skills it has given me over the past year – not to mention the great network of fellow students within the group!"

<b>Workforce Planning and Safety</b> <b>March 4-6</b>	<b>BSBHRM501</b> – Manage Human Resources Services <b>BSBHRM513</b> – Manage Workforce Planning <b>BSBWHS401</b> - Implement and monitor WHS policies, procedures and programs to meet legislative requirements
<b>Recruitment and Selection, Industrial Relations,</b> <b>June 24 - 26</b>	<b>BSBHRM506</b> – Manage Recruitment, Selection and Induction Processes <b>BSBHRM505</b> – Manage Remuneration and Employee Benefits <b>BSBWRK520</b> – Manage Employee Relations
<b>Managing Staff Performance</b> <b>August 19 - 21</b>	<b>BSBHRM507</b> – Manage Separation or Termination <b>BSBHRM512</b> – Develop & Manage Performance Management Processes
<b>Planning for the Future</b> <b>October 21 - 23</b>	<b>AHCAGB602</b> – Manage Estate Planning

## LOCATION

The sessions will be conducted in Melbourne.

## COURSE COSTS

The cost of the program is \$2250 per person payable to the registered training provider (plus self managed travel and accommodation requirements).

For more information or to find out more contact

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