DIPLOMA OF
GOVERNMENT (PSP50112)

There are almost two million people employed within the sector, making it one of the larger fields of employment in Australia. The Diploma of Government provides graduates with the skills and knowledge for a rewarding career within the public sector. The generic nature of this qualification is particularly suited to those working in an environment where there is a broad range of responsibilities which are diverse in nature.

The Diploma of Government reaches a wide array of roles that may be relevant to those in Finance, IT, HR and more. With this qualification you’ll learn how to develop communication strategies, manage conflict, develop client services and more. This is the perfect course to assist in advancing your career in the public sector in addition to preparing you for managerial and top-tier government positions.

Career Outcomes
Upon successful completion of this course participants will be able to work in a variety of roles within the government. You’ll develop the four necessary skills to be a top candidate in the field, those skills are: communication, working in a team, problem solving, initiative and enterprise. Relevant job roles are:

- Publicity Officer
- Research and Analysis Manager
- Audit and Compliance Officer
- Project Manager
- Policy Development Coordinator
- Research and Analysis Officer

Course Structure
This course is delivered online. Upon enrolment students are issued with a log-in, password, and access to the e-learning centre.

Course Duration
The time you take to complete your course is entirely up to you. The more hours per week/month you put into your course, the quicker you will have it completed. Our Diploma courses usually take students 6-8 months to complete based on a study plan of 12 hours a week. All Nationally Accredited VET FEE HELP courses are competency based which means that you can complete the course at your own pace and complete sooner that the expected completion if you wish.

Entry Requirements
There are no entry requirements for this course.

Recognition of Prior Learning (RPL)
RPL is available for each Unit of Competency based on relevant workplace experience, formal training, or other expertise.

This course is delivered by Conwal and Associates Pty Ltd (RTO Code: 31190), trading as Conwal Institute.
Study now and pay later with VET FEE-HELP

Other Related Qualifications
1. Diploma of Business
2. Diploma of Management

Online Learning Features
Online Learning is unique because it encompasses electronically supported learning and teaching methods.

Study when it suits you - with no set class timetable you can study when and where you want, tailoring your education to suit your lifestyle, family and work commitments.

Personal support - you’ll be guided through your studies with an interactive and web-based educational experience. You get the same high level of support as an on-campus student, maximising your chances of success.

Structured learning - regular timed intakes means you can look forward to a structured learning environment - this ensures continuous progression with all the benefits of flexible Online Learning.

Full access to course materials & resources - get full access to detailed course materials, student email, forums, live chat, recorded lectures, quizzes and assessments, links to external resources materials and videos.

Course Outline
The Diploma of Government is broken up into 3 clusters. All clusters must be successfully completed to attain the Diploma of Government (PSP50112).

Cluster 1
- Promote the values and ethos of public service
- Manage personal work priorities and professional development
- Undertake research and analysis

Cluster 2
- Use complex workplace communication strategies
- Promote diversity
- Promote compliance with legislation in the public sector
- Monitor and maintain workplace safety

Cluster 3
- Develop client services
- Manage conflict
- Provide leadership
- Manage performance

Course Fees and Payment Options
The diploma has a total course fee of $13,750. VET FEE-HELP is available for this course allowing you to study now, pay later. For further details on VET FEE-HELP and for the full fee schedule please visit www.upskilled.edu.au/vet-fee-help.

How to Apply
Whether you’re inquiring as an individual, or as a manager acting on behalf of one or more employees, the easiest way to apply is to contact Upskilled:

- Select from more than 80 nationally accredited certificate and diploma courses
- Complete an application form at www.upskilled.edu.au
- Submit the form and an Upskilled Education Manager will contact you.