

## Graduate Certificate in University Leadership and Management (GCULM) 2018 Course Information Sheet and Eligibility requirements

### Overview

The Graduate Certificate in University Leadership and Management (GCULM) program 2018 aims to enhance the capacity of employees to undertake leadership and management roles and responsibilities at Charles Sturt University (CSU).

The course is suitable for CSU employees who have the opportunity to lead or manage people, programs or processes within their work. Employees who successfully complete the GCULM program will receive a nationally recognised Graduate Certificate in University Leadership and Management from CSU. The Graduate Certificate in University Leadership and Management is a pathway into a number of Masters Courses within the Faculty of Business.

### Content

Participants in the 2018 - 2019 program will study as part of a supervised and supported cohort group with other CSU employees, and will complete four subjects over a **two (2) year period**. One subject will be completed each session.

### Course Structure

Session	Subject
201830	ULM502 - Leadership perspectives and processes
201860	ULM503 – The Higher Education Environment and University Governance
201930	ULM504 – Strategic thinking, analysis and action
201960	ULM505 – Leadership through change

### Delivery

This program is delivered by distance education and includes work-based learning, application, projects and assessment. Delivery of learning and assessment activities may include facilitated group workshops, video conferences, teleconferences, online learning support and learning team activities.

Mandatory pre-sessions will be held for those who have been identified for academic support in early February 2018. The first pre-session on learning technologies will be mandatory for all participants.

### Eligibility requirements

Faculty Eligibility

#### Pre-requisite

- Must hold a bachelor degree or academic/professional equivalency as approved by the admission panel.
- Will be required to complete the CSU online application process.

## Organisational Eligibility

- Must be able to demonstrate that they have the opportunity to lead or manage people, programs or processes within their work.
- Must be a professional staff member at level 6 or above or Academic staff member who holds a continuing appointment or a fixed-term appointment until at least December 2019 (part-time is acceptable).
- Must undertake the program as a single unit of study.
- Will require the support of their supervisor to undertake the program, and the supervisor will be willing to support up to 4 hours of study leave per week for professional/general staff (pro-rata for part-time staff).
- Must be able to manage their time effectively in order to complete the program.
- Must be willing to spend some of their own time (recommended 10 hours per week) studying in order to successfully complete the program requirements.

## Time Commitment

Staff will be eligible to apply for study leave as outlined in the [CSU Study Policy](#). Staff will be required to commit some of their own time to study (recommended 10 hours of study per week).

## Cost

This program is funded by the Division of Human Resources.

The business area will be required to pay for any travel related costs in relation to the program. Participation in this program may involve a day-trip travel for each subject to a facilitated workshop in Young, NSW.

Upon successful completion of the course staff eligible to graduate will be required to pay for any graduation costs.

## Application Process

Please complete and submit the Human Resources **online application form** as your first step. Applications close **5pm Friday 24 November 2017**.

You will then be emailed a document which outlines the next steps that you need to complete to apply formally through the CSU online application process.

As places are limited to twenty (20) entry into the program will be a competitive selection process. Applications will be considered by the admissions panel which comprises 2 representatives from the Division of Human Resources and 2 representatives from the School of Management and Marketing.

Applicants will be advised of the outcome of their application by *14 December 2017*.

## Enquires

Please direct any enquires to Joanne St John, Professional Learning and Development Coordinator, Division of Human Resources on 0269 334156 or email [pdprograms@csu.edu.au](mailto:pdprograms@csu.edu.au)