



GRADUATE CERTIFICATE IN LEADERSHIP

AWARD SUMMARY

AQF Level 8 Graduate Certificate

CRICOS: 107378K

Nomenclature: GradCertLead

Entry Requirements Satisfactory completion of an AQF Level 7 undergraduate degree in the Australian Standard Classification of Education field 0917 – Philosophy and Religious Studies from an institution approved by Academic Board; AND Satisfactorily completes a pre-enrolment interview with a relevant course advisor.

Desirable but not mandatory - at least two years' experience in a leadership role in an area aligned with the course's focus, for example: church leadership, educational leadership within a religious school, ministry, and social services provided by a religious organisation.

Duration: 6 months full-time or 1.5 years (maximum) part-time.

Attendance Type: Full-time, part-time.

Delivery Mode: Online, face-to-face, or multi-modal

Structure: 36 credit points (4 units) including one compulsory unit (9 credit points), one core units (9 credit points) taken from the list of approved Master of Leadership specialist units and two elective units (18 credit points).

English Proficiency

Applicants whose entry qualifications were obtained in an institution where English is not the language of instruction normally require a minimum IELTS (or equivalent) score of at least 7.0 with no subtest below 6.5.

Enrolment

Contact the Registrar of the Member Institution with whom you intend to study for enrolment and fee details.

Graduate Profile and Rationale

The Graduate Certificate in Leadership is designed for those possessing a three-year undergraduate degree in the field of philosophy and religious studies who wish to pursue a further qualification in an area of leadership focus as part of their continuing education for ministry.

The Graduate Certificate in Leadership focusses on building leadership capacity for people involved in a wide scope of religious, non-profit, community-focused enterprises. Students may be working for denominationally based organisations in education, welfare, aged care, local church or other ministries requiring specific leadership training for ministry or mission.

Graduates will have added particular knowledge and skills in leadership to their theological education to enhance their work in the religious sector.

Knowledge

Graduates will have:

- specialised theoretical and technical knowledge related to the practice of leadership particular to the management and governance of a complex religious, non-profit, ministry enterprise.

Skills

Graduates will demonstrate specialised cognitive and technical skills in leadership within a ministry-related body of knowledge, so that they are able independently:

- analyse critically, evaluate, and apply information to complete a range of activities associated with leadership in a ministry related context;
- analyse, generate and provide solutions to complex problems to guide the effective governance, management and operations of a religious, non-profit, community organisation;
- transmit knowledge, skills and ideas through coherent and sustained leadership to specialist and non-specialist audiences.

Applications of Knowledge and Skills

Graduates will have the ability to:

- apply knowledge and skills in a way that demonstrates autonomy, well developed judgment, adaptability, and responsibility as leaders in religious, nonprofit, community-focused enterprises;
- plan and execute a research or field-based project in an area of work-based leadership.

Academic regulations for the Graduate Certificate in Leadership

1 Admission to Candidature

- 1.1 An applicant for admission to candidature into the Graduate Certificate in Leadership shall:
- 1.1.1 hold a three-year AQF 7 award in the field of philosophy and religious studies (Australian Standard Classification of Education field 0917 - Philosophy and Religious Studies) from an accredited Australian tertiary institution; OR
 - 1.1.2 hold, from a university or other tertiary institution, qualifications approved by the Student Support and Administration Committee as equivalent to such an award; AND
 - 1.1.3 satisfactorily completes a pre-enrolment interview with a relevant course advisor.
- 1.2 Notwithstanding the provisions of this regulation the Student Support and Administration Committee may require an applicant to demonstrate fitness for admission as a candidate for this degree by carrying out such work and/or sitting for such examinations as the Student Support and Administration Committee may determine.
- 1.3 In exceptional cases an applicant may be admitted as a candidate for a Graduate Certificate in Leadership if the applicant submits evidence of other academic and professional attainments to the Student Support and Administration Committee.
- 1.4 A candidate for the Graduate Certificate in Leadership shall be designated as full-time or part-time. A candidate is designated as a full-time if enrolled in three units (27 cps) or more in a semester or part-time if enrolled in less than three units (27 cps) per semester.
- 1.5 No candidate for the Graduate Certificate in Leadership may be concurrently enrolled in any other undergraduate or postgraduate course within the University College or any other tertiary institution unless approval has been granted by the Academic Board.
- 1.6 Applicants whose entry qualifications were obtained in an institution where English is not the language of instruction normally require a minimum IELTS (or equivalent) score of at least 7.0 with no subtest below 6.5.
- 1.7 Application for enrolment in the Graduate Certificate in Leadership program is made to the Registrar of the appropriate Member Institution offering the program.

2 Course Structure

- 2.1 The Graduate Certificate in Leadership requires the completion of 36 credit points (4 units) from 8500 and 9600 series units in the University College Schedule of Units of Study.
- 2.2 The four units shall include:
- 2.2.1 one compulsory unit (9 credit points): P8155 Foundations of Christian Leadership
 - 2.2.2 one core units (9 credit points) taken from the list of approved

- Master of Leadership specialist units
2.2.3 two elective units (18 credit points)

3 Period of Candidature

- 3.1 The period of candidature for the Graduate Certificate in Leadership shall normally be 6 months (1 Semester) full-time and up to 1.5 years (3 Semesters) (maximum) part-time.
- 3.2 In certain circumstances the Student Support and Administration Committee may grant extensions.

4 Leave of Absence

- 4.1 The Student Support and Administration Committee may grant leave of absence from the Graduate Certificate in Leadership. The period of leave shall not be counted as part of the period of candidature for the Graduate Certificate in Leadership.
- 4.2 The period of leave shall normally be one semester after which a candidate may apply for a further period of one semester or will be required to complete candidature.

5 Assessment

- 5.1 The assessment of course units shall be in the manner approved by the Academic Board in line with the University College's established guidelines for assessment packages.
- 5.2 Students may be required by the Academic Board to present themselves for oral examination.
- 5.3 Academic and non-academic misconduct will be penalised in accordance with the Policies of the University College, whose stipulations are severe.

6 Credit

- 6.1 A candidate may seek credit up to a maximum of 18 credit points in the Graduate Certificate in Leadership in accordance with the University College Credit Policy.
- 6.2 Credit points may be awarded for Recognition of Prior Learning within the Graduate Certificate in Leadership.
- 6.3 Credit will be granted for units that are from an equivalent award or institution and have outcomes, content, demand hours, and assessment equivalent to that of units in the Graduate Certificate in Leadership.

7 Progress to Further Awards

- 7.1 The Graduate Certificate in Leadership articulates with the Graduate Diploma of Leadership, on completion of which students are required to surrender their Graduate Certificate.

8 Saving Clause

8.1 Notwithstanding anything to the contrary contained herein, the Academic Board of the University College may, in any case in which it may deem it appropriate to do so, vary, dispense with, or suspend any requirement or prescription by these regulations, and report forthwith to the Council of the University College.

SCHEDULE

Compulsory Unit to attain the Graduate Certificate in Leadership

P8155 Foundations of Christian Leadership

Core Units (three to be chosen)

P8162 Administrative Leadership and Management for Ministry

P8163 Spiritual Leadership

P8106 Administrative Gifts for Ministry

P8158 Working in a Ministry Team Setting

P8107 Non-Profit Governance for Ministry

P8108 Financial Management for Ministry

P9221 Managing Conflict in Ministry

P9222 Change Management for Ministry

P9258 Strategic Thinking and Decision Making

P9259 Leading the Larger Church

P9261 Transformational Leadership in Ministry

P9260 Personal Growth for Leadership

C8103 Psychology and Leadership

S8101 Formation in Christian Leadership

E9271 Business and Professional Ethics

P8167 Professional Coaching Practice I

P8168 Professional Coaching Practice II

Version	Date and Governance	Changes
1.0	7/5/2017 Academic Board	Approved
2.0	4/3/2024 Academic Board	IELTS admission requirements update
3.0	Update from Curriculum Review 2022 Academic Board	P8562 to P8162 Administrative Leadership and Management for Ministry P8570 to P8155 Foundations of Christian Leadership P8662 P8572 to P8163 Spiritual Leadership P8581 to P8106 Administrative Gifts for Ministry P8583 to P8158 Working in a Ministry Team Setting P8584 to P8107 Non-Profit Governance for Ministry P8589 to P8108 Financial Management for Ministry P9661 to P9221 Managing Crisis and Conflict in Ministry P9662 to P9222 Change Management for Ministry P9663 to P9258 Strategic Thinking and Decision Making P9664 to P9259 Leading the Larger Church

		P9665 to P9261 Transformational Leadership in Ministry P9667 to P9260 Personal Growth for Leadership C8506 to C8103 Psychology and Leadership S8501 to S8101 Formation in Christian Leadership E9670 to E9271 Business and Professional Ethics
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