



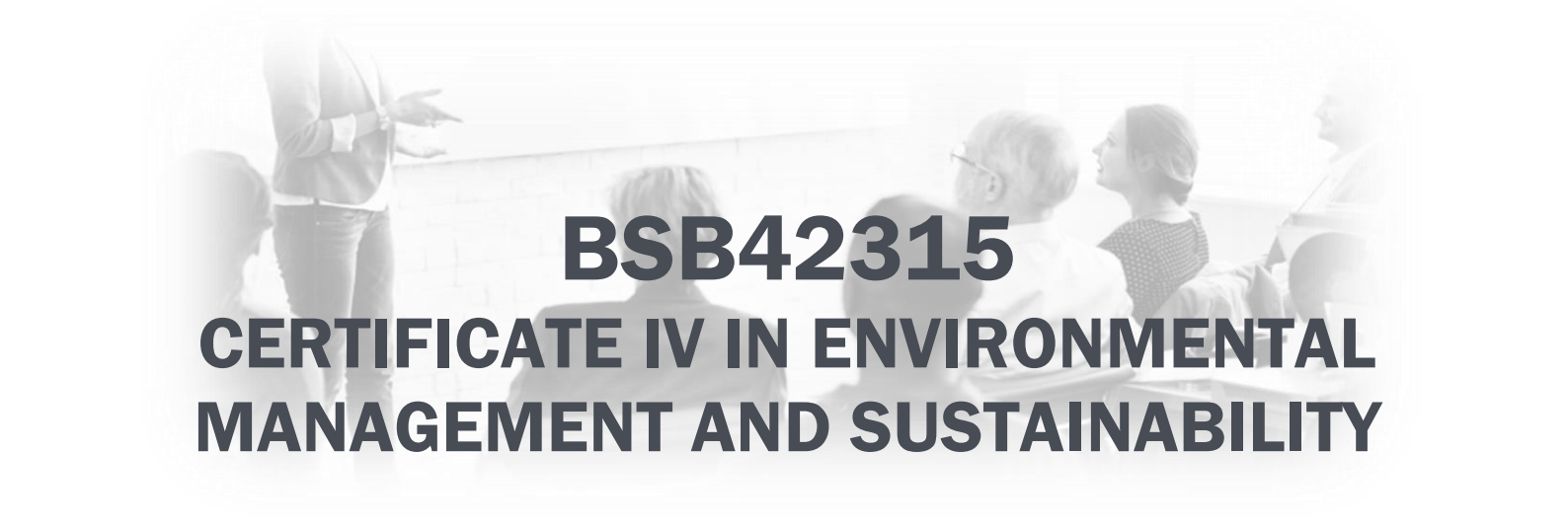
## **BSB42315 CERTIFICATE IV IN ENVIRONMENTAL MANAGEMENT AND SUSTAINABILITY**

**Integrating climate risk management and unlocking  
opportunities presented by a changing climate**



**NATIONALLY RECOGNISED  
TRAINING**

**RTO 30003**



# BSB42315

## CERTIFICATE IV IN ENVIRONMENTAL MANAGEMENT AND SUSTAINABILITY

Working on climate risk management in local or State Government or in an allied profession requires a broad range of managerial, coordination and planning skills.

Based on consultation with industry stakeholders this *Certificate IV in Environmental Management and Sustainability* has been contextualised for individuals who are engaged in asset management, risk management, land use planning, policy development, strategic planning and sustainability management.

Successful completion of this qualification broadens your skills and knowledge to assist your organisation address climate risks and opportunities.

### PRE-REQUISITES

- Have a minimum of 12 months' full-time employment, working within local or State Government or with an allied organisation

### AND

- Hold a position which requires you to undertake tasks and projects within local or State Government or an allied organisation's operations

### OR

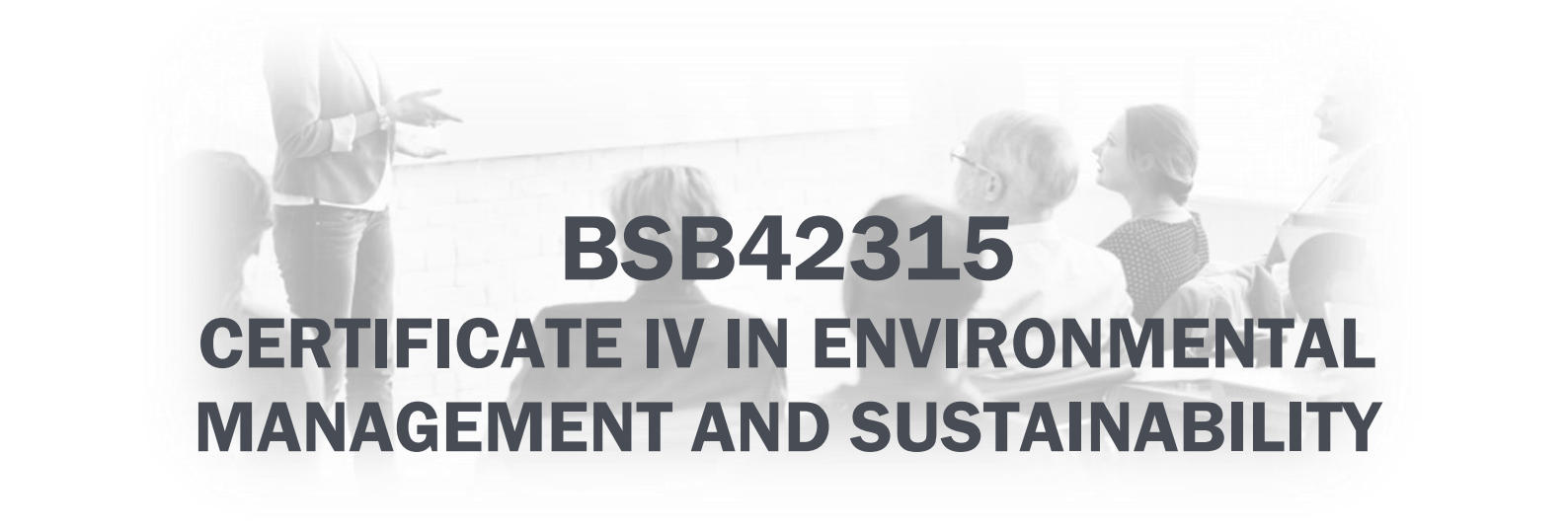
- Acquired a completed Performance Appraisal statement within the last twelve months, confirming your competencies within local or State Government or an allied organisation.

### HOW IS THE LEARNING AND ASSESSMENT CONDUCTED?

- All assessment tasks are undertaken in class under the observation of a qualified assessor.
- The learning is a combination of in-class course content delivery, group activities, discussion and assessment work.
- Post-course access to our Facilitators and Senior Advisors is available via both phone and email for support as required.

### DELIVERY MODE

- The course is comprised of 12 days' mandatory attendance to cover course content, presentations and in-class assessments. Course delivery will be over a period of approximately 6 months, typically in 4 x 3-day blocks.
- Attendance dates are confirmed in writing to you prior to commencement.
- On Day 1 of the course, you will be provided with course guidelines, reference materials, websites and assessment tips
- To achieve the full qualification, you will need to successfully complete 8 national units of competency.



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### ASSESSMENT

- All content and assessment benchmarks will be discussed at commencement of the course. All information required to complete assessment items is contained in the material presented at face-to-face training and assessment days.
- A qualified assessor will assess tasks completed during the face-to-face course days.
- Assessment is issued for each of the 8 units. Assessments include a combination of short answer questions and worksheets, group work and simulated workplace scenarios.
- All assessment documents require sign-off by the qualified assessor following the face-to-face course days.

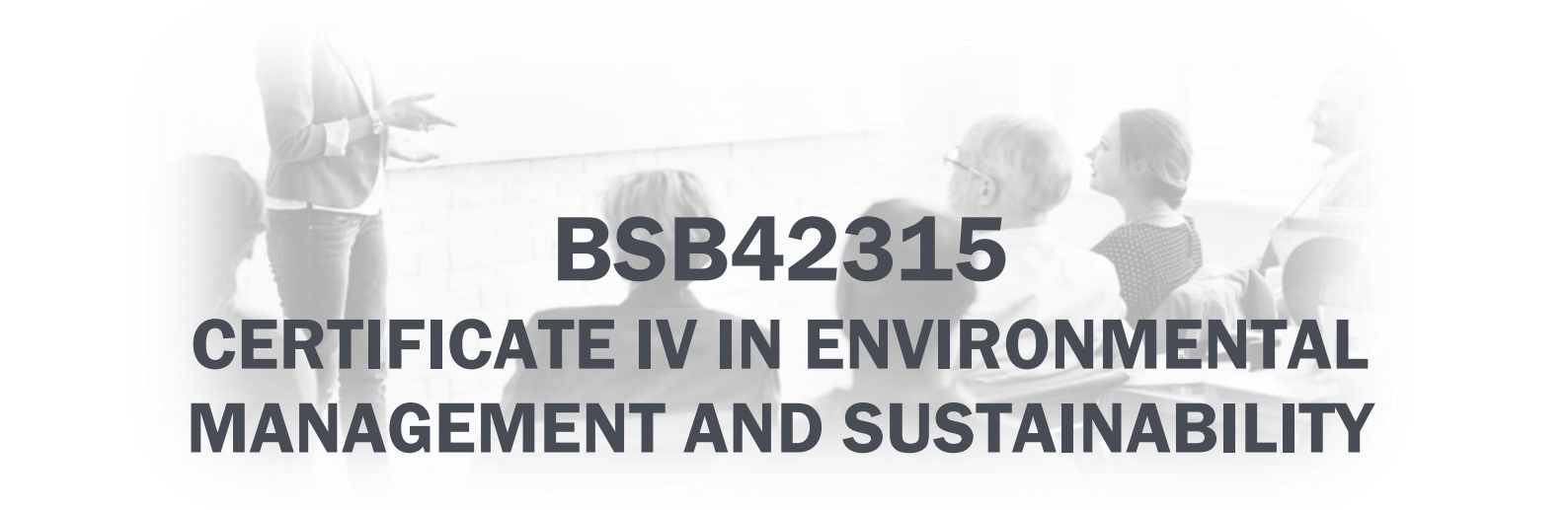
### RECOGNITION OF PRIOR LEARNING (RPL)

- RPL is the acknowledgment of skills and knowledge obtained through learning achieved outside the formal education and training system and includes work and life experience including paid and volunteer work and skills attained through leisure pursuits such as musical, mechanical or linguistic abilities.
- RPL recognises any prior knowledge and experience and measures it against the qualification in which students are enrolled. The individual may not need to complete all of a training program if he or she already possesses some of the competencies taught in the program.

For further information, please contact Peak Services [training@wearepeak.com.au](mailto:training@wearepeak.com.au)

### FULL COURSE DETAILS

<http://training.gov.au/Training/Details/BSB42315>



# BSB42315

## CERTIFICATE IV IN ENVIRONMENTAL MANAGEMENT AND SUSTAINABILITY

### Block One: RECOGNISE

Understand the risks a changing climate presents to communities, businesses and the natural environment, and the economic opportunities for new sustainable industries.

In this block environmentally sustainable work practices and reducing carbon emissions are contextualised as aspects of climate risk management and resilience. Waste management practices are contextualised as an aspect of a circular economy.

During this block participants will gain knowledge in:

- International and national responses to climate change
- State and local government responses to climate change
- Minimising waste and emissions through a circular economy
- Carbon and waste footprinting
- Climate governance
- Climate change risk assessment
- Integrating climate change into systems and processes
- Systems thinking and adaptive pathways
- Monitoring and evaluation of climate change risk management
- The context of climate change adaptation decision making.

### UNIT CODE/NAME

### UNIT DESCRIPTION

#### BSBSUS401 Implement and monitor environmentally sustainable work practices

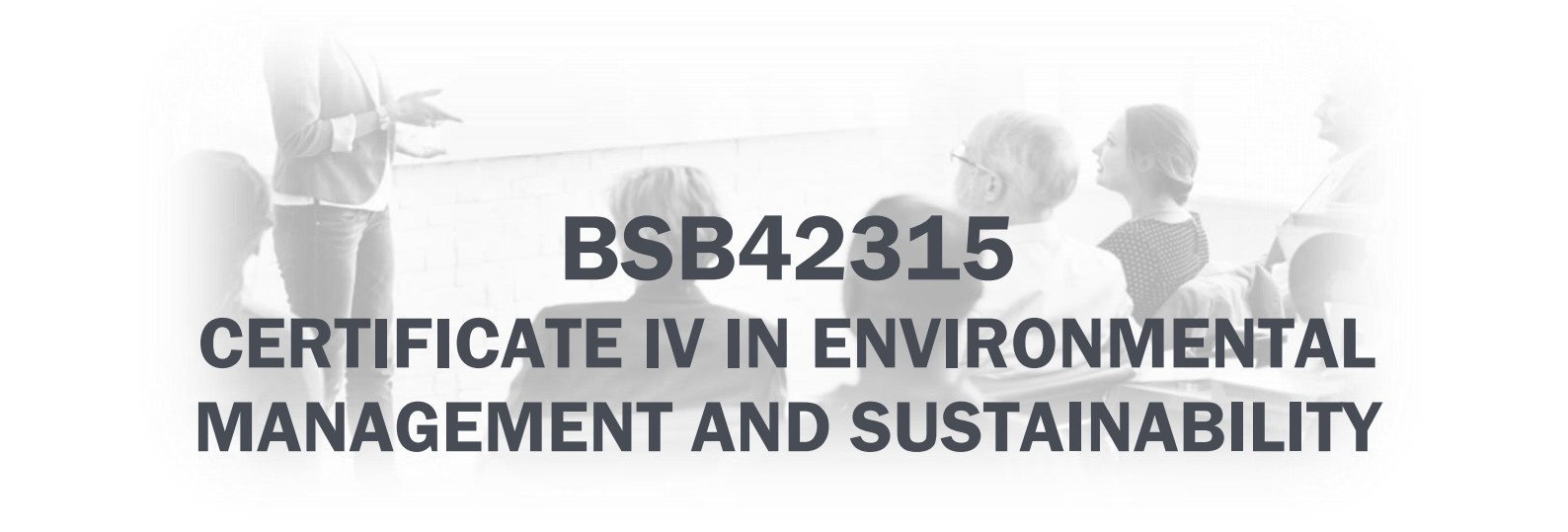
This unit describes the skills and knowledge required to effectively analyse the workplace in relation to environmentally sustainable work practices and to implement improvements and monitor their effectiveness. It applies to individuals with responsibility for a specific area of work or who lead a work group or team and addresses the knowledge, processes and techniques necessary to implement and monitor environmentally sustainable work practices, including the development of processes and tools.

#### BSBSUS403 Measure, monitor and reduce carbon emissions

This unit describes the skills and knowledge required to reduce carbon emissions by effectively measuring, analysing and reducing resource use. It applies to individuals who are responsible for developing workplace plans and strategies that comply with legislative and best practice requirements.

#### BSBSUS404 Assess, implement, monitor and report on waste management

This unit describes the skills and knowledge required to develop waste management practices which support sustainable use of resources. It applies to individuals who are responsible for sustainability, either as their primary duty or as a part of a work role.



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## CERTIFICATE IV IN ENVIRONMENTAL MANAGEMENT AND SUSTAINABILITY

### Block Two: EQUIP

The best available science and risk-analysis tools to support adaptation decisions.

### UNIT CODE/NAME

### UNIT DESCRIPTION

In this block sustainability rating tools are contextualised as climate projections. Risk management practices and mentoring in the workplace are contextualised as aspects of climate risk management and resilience.

During this block participants will gain knowledge in:

- Influencing an organisation towards climate change action - change agency and climate leadership
- Climate change model and projections - understanding the data
- Communicating climate data and uncertainty
- Identifying acute climate change risks and determining the level of risk
- Limitations of a risk based approach - addressing chronic risks and resilient socio-ecological systems
- Imagining change and Theory of Change
- Systems and assessment: domains and transformation
- Options and pathways
- Beneficiaries and objectors
- Sequencing options.

### BSBSUS406 Identify and apply sustainability rating tools

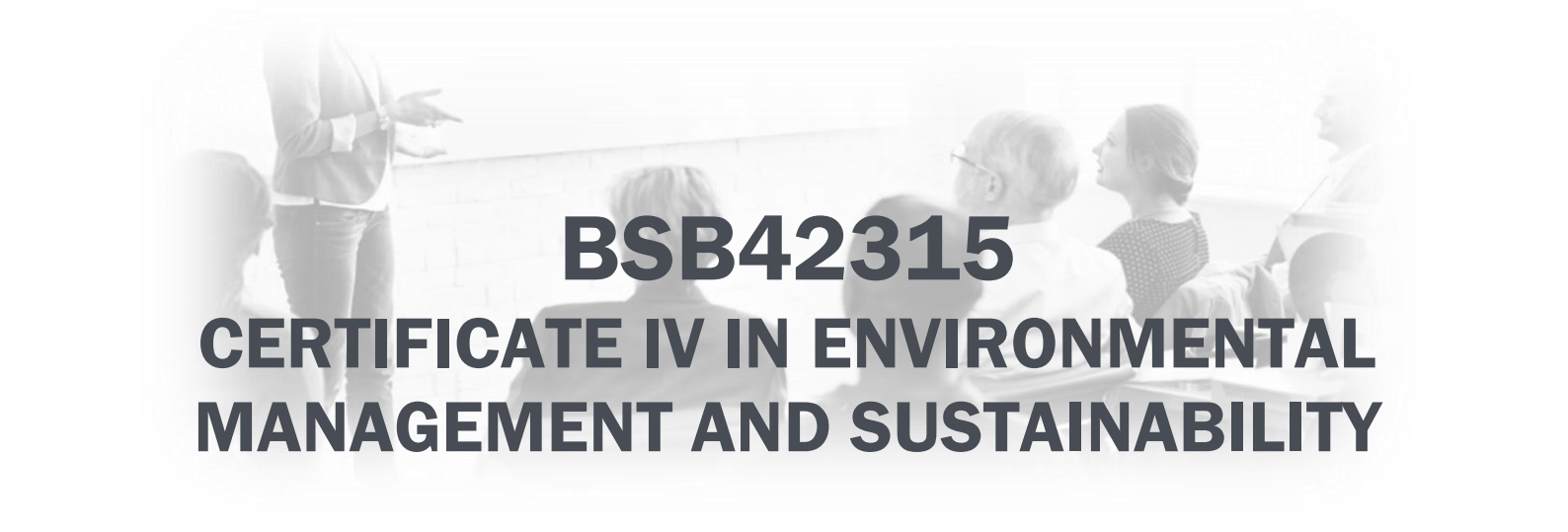
This unit describes the skills and knowledge required to effectively use rating tools to obtain a sustainability rating. It applies to individuals who are responsible for implementing sustainability practices, either as their primary duty or as a part of a work role.

### BSBRSK401 Identify risk and apply risk management processes

This unit describes the skills and knowledge required to identify risks and to apply established risk management processes to a defined area of operations that are within the responsibilities and obligations of the role. It applies to individuals with a broad knowledge of risk analysis or project management who contribute well developed skills in creating solutions to unpredictable problems through analysis and evaluation of information from a variety of sources. They may have responsibility to provide guidance or to delegate aspects of these tasks to others. In this unit, risks applicable within own work responsibilities and area of operation, may include projects being undertaken individually or by a team, or operations within a section of the organisation.

### TAEDEL404 Mentor in the workplace

This unit describes the skills and knowledge required to establish and develop a professional mentoring relationship with an individual in a workplace. It applies to workplace supervisors or other work colleagues who work under limited supervision and who have responsibility for mentoring one or more individuals in the workplace.



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### Block Three: INTEGRATE

Integrate climate adaptation and mitigation considerations into policies and processes

In this Block workplace policies and procedures for sustainability, reducing carbon emissions and mentoring in the workplace are contextualised as aspects of climate risk management and resilience. Waste management practices are contextualised as an aspect of a circular economy.

During this block participants will gain knowledge in:

- Identifying material climate change issues for vulnerable stakeholders
- Climate change adaptation and the planning system
- Adaptation in planning and operations – roles and responsibilities
- Sector response plans
- Climate change mitigation - organisational emissions and waste planning
- Climate change mitigation - roles, responsibilities, communication, data collection and monitoring
- Issues for achieving successful carbon and waste reduction strategies
- Calculating costs and savings for different reduction options
- Monitoring and evaluation of adaptation actions
- Measuring progress in adaptation – indicators and ratings schemes.

### UNIT CODE/NAME

### UNIT DESCRIPTION

#### BSBSUS501 Develop workplace policy and procedures for sustainability

This unit describes the skills and knowledge required to develop and implement a workplace sustainability policy and to modify the policy to suit changed circumstances. It applies to individuals with managerial responsibilities who undertake work development approaches to create, monitor and improve strategies and policies within workplaces and engage with a range of relevant stakeholders and specialists.

#### BSBSUS403 Measure, monitor and reduce carbon emissions

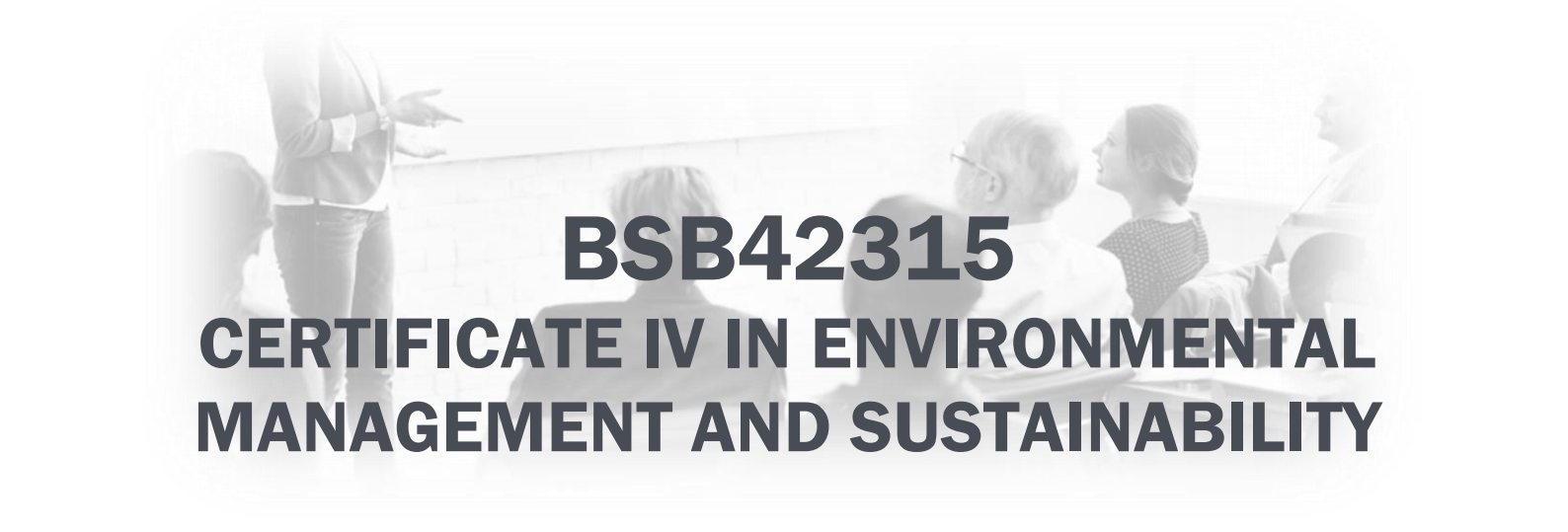
This unit describes the skills and knowledge required to reduce carbon emissions by effectively measuring, analysing and reducing resource use. It applies to individuals who are responsible for developing workplace plans and strategies that comply with legislative and best practice requirements.

#### BSBSUS404 Assess, implement, monitor and report on waste management

This unit describes the skills and knowledge required to develop waste management practices which support sustainable use of resources. It applies to individuals who are responsible for sustainability, either as their primary duty or as a part of a work role.

#### TAEDEL404 Mentor in the workplace

This unit describes the skills and knowledge required to establish and develop a professional mentoring relationship with an individual in a workplace. It applies to workplace supervisors or other work colleagues who work under limited supervision and who have responsibility for mentoring one or more individuals in the workplace.



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## CERTIFICATE IV IN ENVIRONMENTAL MANAGEMENT AND SUSTAINABILITY

### Block Four: COLLABORATE

Achieve effective climate responses through partnerships across communities, educational institutions, governments and industries.

In this block, implementation of an environmental management plan and mentoring in the workplace are contextualised as aspects of climate risk management and resilience.

During this block participants will gain knowledge in:

- The social psychology of climate communications and framing
- Community engagement on climate risk, frameworks and guidance
- Mapping existing networks and identifying key champions
- Aligning community engagement with organisational adaptation strategy
- Getting the details right
- Crafting key messages
- Community engagement on adaptation: supporting key champions and adaptation initiatives
- Resourcing community engagement
- Conducting a community workshop
- The role of M&E in community based adaptation.

### UNIT CODE/NAME

### UNIT DESCRIPTION

**BSBSUS402**  
Implement an environmental management plan

This unit describes the skills and knowledge required to interpret requirements of an organisational environmental management plan and effectively implement it. It applies to individuals who are responsible for sustainability, either as their primary duty or as a part of a work role.

**TAEDEL404**  
Mentor in the workplace

This unit describes the skills and knowledge required to establish and develop a professional mentoring relationship with an individual in a workplace. It applies to workplace supervisors or other work colleagues who work under limited supervision and who have responsibility for mentoring one or more individuals in the workplace.

Peak's nationally recognised and local government specific qualifications are scheduled regularly as public courses and are available as contextualised in-house deliveries. Contact us today at [training@wearepeak.com.au](mailto:training@wearepeak.com.au) or call 07 3000 2148 for more information.