

## 5.2 Introduction to Leadership and Management

**5.2 Introduction to Leadership and Management** module forms part of the **5.0 Workforce Development course** and is designed to facilitate the transition from 'technical expert' to manager of a business unit.

### The Medical Technology Industry

The Australian medical technology industry includes Australian and overseas companies manufacturing and supplying medical devices, in vitro diagnostics and medical imaging equipment. The medical technology industry makes a highly significant contribution to the quality of health care in Australia.

### What is the Workforce Development course?

Workforce development is seen as critical to enable employees to meet the constant challenges of the medical technology industry and to address the strategic goals of the company. A number of modules are available as part of a Workforce Development course to address this learning need.

The *Workforce Development* course consists of a series of modules. Modules 5.1, 5.2, 5.10 and 5.11 are delivered as self-paced online training. Modules 5.3 to 5.9 are online webinars offered through the *Orientation to Leadership and Management E-Learning Series*. Module 5.2 is the recommended pre-requisite training for the e-learning series. Modules 5.12-5.16 are delivered as online webinars. Module 5.17 is delivered face-to-face.

- 5.1 Introduction to the Australian Medical Technology Industry
- 5.2 Introduction to Leadership and Management
- 5.3 Management & Leadership Essentials
- 5.4 Managing to Minimise Risk
- 5.5 Leading to Influence
- 5.6 Team Development
- 5.7 Performance Management
- 5.8 Managing Work Priorities and Delegation
- 5.9 Achieving a Work/Life Balance
- 5.10 Interpreting Medical Technology Industry Data
- 5.11 Summarising Statistical Distributions for the Medical Technology Industry
- 5.12 Engaging Presentations
- 5.13 Negotiation: A Framework for Successful Communication
- 5.14 Managing Conflict in the Workplace
- 5.15 Motivating Others at Work
- 5.16 Managing Time Effectively
- 5.17 Media Skills

For further information about MTAA courses, please contact the Professional Development Manager on (02) 9900 0650 or email [reception@mtaa.org.au](mailto:reception@mtaa.org.au)

### What topics are covered in the Introduction to Leadership and Management module?

This introductory module will help facilitate the transition from 'technical expert' to manager of a business unit. It forms part of the MTAA/VHIA *Orientation to Leadership and Management E-learning Series*.

### Learning outcomes

- Provides an overview of the role of the manager and leader.
- Supports the transition to manager by highlighting the key responsibilities that are undertaken; and the changes in working relationships.

### Who should participate?

This module targets staff who have been:

- promoted from a 'technical' position to a management role; or
- recruited from outside the medical technology industry to middle management or team management roles.

There is no recommended pre-requisite training for this Level 1 module.

### How much does it cost?

This online module is available at no cost. The optional assessment service is available at \$550 per person (including GST).

### How do I register?

Please visit *Training* under *Professional Development* on the MTAA website [www.mtaa.org.au](http://www.mtaa.org.au) to register. Participants will receive a *Certificate of Participation* at the end of the training.

This module is aligned to the unit of competency *BSBMGT605A Provide Leadership Across the Organisation*. Satisfactory completion of optional assessment tasks can lead to the award of a Statement of Attainment for the unit of competency.