



Public Sector Mapping


.....
CAPABILITY AND LEADERSHIP FRAMEWORK (AO) 1-7

With the continued use of the Queensland Competency and Leadership Framework (Qld AO), AIM has taken the initiative to map our programs against the required competencies.

The mapping of AIM programs to the Qld AO was carried out with permission from the Queensland Public Service Commission.

Legend - AO 1 to 7

-  Supports Strategic Direction
-  Achieves Results
-  Supports Productive Working Relationships
-  Displays Personal Drive and Integrity
-  Communicates with Influence

 Please refer to the legend above to align AIM courses with the AO 1-7.

Course

Competencies

Accounting for Non-Accountants	■	■	■	■	■
Addressing Language, Literacy and Numeracy	■	■	■	■	■
Addressing Workplace Bullying, Harassment and Discrimination	■	■	■	■	■
Advanced Diploma of Management	■	■	■	■	■
Advanced Diploma of Management in Human Resources	■	■	■	■	■
Advanced Diploma of Project Management	■	■	■	■	■
Advanced Training Skills	■	■	■	■	■
Analyse and Present Research Information	■	■	■	■	■
Applied Project Management	■	■	■	■	■
Assertiveness Techniques	■	■	■	■	■
Assessing in the Workplace	■	■	■	■	■
Behavioural Interview Skills	■	■	■	■	■
Brain Science for Managers	■	■	■	■	■
Building Client Relationships	■	■	■	■	■
Building Team Performance	■	■	■	■	■
Building the Foundations	■	■	■	■	■
Business Acumen	■	■	■	■	■
Business Networking	■	■	■	■	■
Business Sales	■	■	■	■	■
Certificate IV in Business	■	■	■	■	■
Certificate IV in Frontline Management	■	■	■	■	■
Certificate IV in Human Resources	■	■	■	■	■
Certificate IV in Marketing	■	■	■	■	■
Certificate IV in Project Management Practice	■	■	■	■	■
Certificate IV in Training Assessment	■	■	■	■	■
Certificate IV in Work, Health and Safety	■	■	■	■	■

Course

Competencies

Change Management					
Communicate with Diplomacy, Tact and Creativity					
Complex Negotiations					
Conducting a Marketing Audit					
Contemporary Leadership					
Contract Management					
Contributing to Organisational Development					
Crafting a Consulting Career					
Create Strategic Human Resource Plans					
Dealing with Difficult Situations					
Delegating at Work					
Delivering Customer Service					
Delivering Innovation					
Design Training Programs					
Develop Workplace Learning					
Developing and Implementing Diversity Policy					
Developing High Performance Teams					
Diploma of Business					
Diploma of Government					
Diploma of Government Management					
Diploma of Marketing					
Diploma of Project Management					
Effective Business Writing					
Effective Communication					
Effective Workplace Relationships					
Embracing Change					

Course

Competencies

Emerging Leaders	■	■	■	■	■
Essential Selling Skills	■	■	■	■	■
Ethics and Governance	■	■	■	■	■
Experienced Manager	■	■	■	■	■
Finance for Non-Finance Managers	■	■	■	■	■
Foster Innovation and Improvement	■	■	■	■	■
Graduate Certificate Professional Management	■	■	■	■	■
Graduate Diploma Management Innovation	■	■	■	■	■
Handling Customer Complaints	■	■	■	■	■
HR Essentials	■	■	■	■	■
Implementing Continuous Improvement	■	■	■	■	■
Introduction to Projects	■	■	■	■	■
Key Account Management	■	■	■	■	■
Language of Leadership	■	■	■	■	■
Leadership Challenges for Women	■	■	■	■	■
Leadership Essentials	■	■	■	■	■
Leading at the Frontline	■	■	■	■	■
Leading with Emotional Intelligence	■	■	■	■	■
Manage Knowledge and Information	■	■	■	■	■
Manage Meetings	■	■	■	■	■
Manage People Effectively	■	■	■	■	■
Manage Remuneration and Employee Benefits	■	■	■	■	■
Manager as Coach	■	■	■	■	■
Managing Finance	■	■	■	■	■

Course

Competencies

Managing Flexible Work Arrangements					
Managing in the Moment					
Managing Information					
Managing Innovation					
Managing Marketing					
Managing Operations					
Managing People					
Managing Strategy					
Managing Team Budgets					
Managing Your Sales Team					
Marketing Fundamentals					
Microsoft Project 2010 Introduction					
Motivate and Engage Your Team					
Negotiating Skills					
Networking and Personal Branding					
New Manager					
New Supervisor					
Onboarding Your Team					
Operational Planning					
Organisational Leadership					
Performance Management					
Positive Professional Image					
Power of Voice					
Practical People Management Matters					
Presentations Plus - Influencing Your Audience					
PRINCE2® Foundation					

Course

Competencies

PRINCE2® Practitioner	■	■	■	■	■
Problem Solving and Decision Making	■	■	■	■	■
Professional Presentations	■	■	■	■	■
Professional Skills for Executive Assistants	■	■	■	■	■
Project Management - Human Resources, Communications and Stakeholders	■	■	■	■	■
Project Management - Risk and Procurement	■	■	■	■	■
Project Management - Scope, Time, Quality and Cost	■	■	■	■	■
Project Management Fundamentals	■	■	■	■	■
Project Management Practitioner	■	■	■	■	■
Project Portfolio Management A	■	■	■	■	■
Project Portfolio Management B	■	■	■	■	■
Promote Diversity in the Public Sector	■	■	■	■	■
Recruitment and Selection	■	■	■	■	■
Resilience for Managers	■	■	■	■	■
Resolving Conflict	■	■	■	■	■
Risk Management	■	■	■	■	■
Safe Work Practices	■	■	■	■	■
Sales for Non-Sales People	■	■	■	■	■
Social Media for Managers	■	■	■	■	■
Strategic Marketing	■	■	■	■	■
Strategic Planning	■	■	■	■	■
Supervision for the Resources Sector	■	■	■	■	■
Sustainable Business Practices	■	■	■	■	■
The Power of Influence	■	■	■	■	■
The Workplace Investigations Training Program™	■	■	■	■	■
Think on Your Feet ®	■	■	■	■	■

Time Management					
Time Management Takeaways					
Train the Trainer					
Women: Positioned for Leadership					
Work Priorities					
Workforce Planning					
Workforce Relations					
Workplace Investigations Training Program					
Workplace Knowledge and Information					
Writing Effective Minutes					
Writing Organisational Documents					
Young Manager Program					

Want to discuss your options?

For more information or to learn more about AIM courses and qualifications, please call us on **1300 882 895** or email **courses.qld@aim.com.au**.



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