

BACHELOR OF COMMUNITY MANAGEMENT

Sem	Code BCM	Unit	CP	DESCRIPTION
100 S1	100	Academic Literacies 1	3	Students will be introduced to a social theory of language which highlights the relationship between culture, context and language. An understanding of this approach to language provides students with an important tool to understand the language of academic learning and for understanding their own use of Standard English in a range of contexts. The unit focuses on the critical reading and writing skills required for successful academic study.
	102	Introduction to IT Applications	3	This unit provides a thorough introduction to the information technologies used in academic and work related contexts. It provides a comprehensive introduction to practical aspects of computing including word processing, use of spreadsheets, databases and telecommunication and to issues of information retrieval and evaluation using the internet and world wide web. Particular emphasis will be given to the effective use of current web-based technologies for academic learning, research and study support systems.
	103	Aboriginal Culture and History	3	This unit provides a documented background for understanding contemporary Aboriginal society and culture. An examination of Aboriginal pre-history and society prior to European settlement includes aspects of social organisation, land occupancy and utilisation, art forms, and language. Aboriginal post-settlement history examines Aboriginal strategies and creative responses to colonisation and its aftermath, up to the present. Special attention is paid to NSW, although examples may also be drawn from other parts of Australia, particularly Queensland. The history and development of Aboriginal Affairs policy is a theme throughout this unit. Torres Strait Islander studies are included in this unit.
	104	Understanding Organisations	3	This unit has two overall aims. Firstly, it seeks to critically examine the organisational forms that have been developed to implement policies in the field of Aboriginal Affairs. Secondly, it attempts to impart skills to students that will assist them to analyse organisational practices with a view to making them more culturally appropriate for Aboriginal communities. Thus, the unit has both a theoretical and practical component. Wherever possible the unit will try to build upon students' experiences of organisational practice.
100 S2	105	Academic Literacies 2	3	The genre based approach to analysing and producing written texts in academic settings will be the focus of this unit. Students will be encouraged to use the written assessment tasks from other units in the course as case studies for the development of their academic writing skills.
	106	Identities and Intercultural Practices	3	This unit explores the relationship between identity, culture, the economy and communication and the importance of this relationship in personal, academic and professional contexts. It explores culture and identity as socially constructed and dynamic and examines these concepts in relation to learning and working across a range of contexts. The unit extends students' interpersonal and intercultural communication skills.
	107	Management Theories and Practices	3	This unit examines some of the ideas and theories underpinning contemporary organisational management. The challenges to managing effectively in diverse environments including business, community and government organizations will be explored. Particular attention will be paid to managing increasingly diverse workforces in the Australian context, as well as to specific management issues such as enterprise bargaining, management information systems, negotiation, dismissal and equal employment opportunity. Students will be encouraged to develop a perspectival approach to this study through problem-based case studies.
	108	Mediation and Negotiation	3	The unit deals with the theoretical, ethical and practical issues of negotiation and mediation. It covers the diverse approaches to negotiation and mediation and the use of negotiation and mediation as processes of dispute resolution and for contract formation. Students' skills in negotiation are developed and students are also given some exposure to, and training in, dispute resolution so that they can improve their use of negotiations, mediation and arbitration in practice.

200 S3	200	Workbased Learning	3	This unit builds on the understandings developed in <i>BCM107 Management Theories and Practices</i> and enables a student to design and carryout, an individual work based learning project , in consultation with academic staff . The project will be required to focus on the development of capabilities which are relevant to the personal and professional needs of the student, the needs of the workplace and consistent with the aims of the BCM. All projects will be negotiated using the learning contract method.
	201	Indigenous Law and Politics	3	This unit looks at the politics of Aboriginal identity. It examines the place of Aborigines in the political system and focuses on the emergence of an Aboriginal politics. In particular, it assesses the merits of politics and law as strategies or avenues for Aborigines, and it raises the need for alternative political-legal options.
	202	Management Accounting	3	This unit, in conjunction with CMGT244 Management Accounting (II), provides an introduction to basic accounting and financial management in the organisational context. The units incorporate basic accounting methods, including the maintenance of appropriate accounting records (income and expenditure), and budgeting for organisations (such as program budgeting). Attention is also paid to legal requirements for the maintenance of accounting records. Students complete several short practical assignments (at the micro-level) covering accounting, fulfilling legal requirements, planning, and budgeting. This includes a project on analysing and evaluating a system of management accounting currently operating in a community setting.
	203	Business Communication Skills	3	This unit will enable students to play an effective part in information system development, management, and use, and more able to communicate effectively with other professionals in a variety of organisational settings. Public speaking, communicating via IT, presenting to small groups, presenting a case, advocacy and working with the media will be included in the topics studied. Practical workshops will be a focus of this unit.
200 S4	204	Research Methods and Techniques	3	This unit introduces students to some important methods and techniques for finding out about the social world, through collecting information and thinking systematically about it. This includes assessment and evaluation of reports and programs, interpretation of data and research findings, preparation of submissions for funding and action research, and reporting of results. A hands-on practical approach to understanding and conducting research is used.
	205	Community Management and Business Law	3	This unit introduces the legal framework in which business and community organisations operate, including legislation relating to various forms of incorporation. It explores the relationship between governance and management and the roles and responsibilities of office bearers. Obligations of employers and employees are considered in the context of common law and in the light of legislation relating to industrial law, discrimination, equal opportunity and freedom of information.
	206	Aboriginal Issues in Resource Development	3	This unit introduces students to a range of issues in resource development and environmental management that are relevant to indigenous community management. It provides an introduction to the discipline of geography and the practicalities of dealing with social and environmental changes affecting indigenous communities as a result of resource projects and tourism-based development activities. It equips students to contribute to community-based evaluation of and participation in such development activities.
	207	Indigenous Leadership	3	A critical examination of the concept of leadership forms the basis of this unit and the foundation for the development of ideas, principles and practices relating to indigenous leadership. The unit investigates and analyses contemporary ideas about networking, mentoring, managing and leading change, working with and managing cultural diversity. Issues concerned with occupational health and safety will form a particular focus for the unit.

300 S5	300	Issues for Indigenous Researchers	6	This unit introduces students to the practical aspects of undertaking a small research project and communicating research findings. Students choose an area of interest, formulate a research proposal, collect and analyse their information and present their results. This unit includes a field trip to one or several Aboriginal communities or organisations as the focus for the research undertaking. Students choose their research topic with either a social, historical, legal, and economic or management emphasis.
	301	Strategic Planning and Organisational Development	6	The nature and scope of strategic planning and its role in the development of non-profit, community, and government organizations will be the major focus of this unit.. Students will participate in strategic planning skill development workshops, explore the key concepts of strategic planning and understand the role of strategic planning as a tool in the management and governance of organizations. Topics will include: reasons for doing strategic planning; strategic vs operational planning; costs and benefits; the strategic planning process; the language of strategic planning; writing a strategic plan; issues of implementation and organisational development.
300 S6	302	Policy Analysis and Development	4	This unit builds on and extends the ideas introduced in a number of previous units and applies them to the concepts and processes of policy analysis and development. The unit explores the roles of government and other stakeholders in policy production and encourages students to identify and critically evaluate the assumed values of these policy formulations. It focuses on the ways in which interventions can influence change in both policy and practice in governments and other institutions. It explores political processes both formal and informal, with an emphasis on the latter, in which policy decisions are made and implemented. This unit is designed to emphasise political theories and analyses of power and change as well as the status of current policies within those contexts. Students are expected to draw on current writings in the media and analysis of current issues and to use some classic readings.
	303	Capstone Research Project	8	This research-based unit will provide students with an opportunity to integrate various topics covered in their degree into a significant research project. Students will be able to select topics of their choice in consultation with an academic supervisor. The project report of about 8,000 words will comprise the students' review of the relevant literature, their research on specific issues, and implications of those issues for indigenous communities and/or individuals. The capstone research project may build on issues which emerged during the final year field trip.
Trans . UNIT S	208	<i>Individual Project 1</i>	3	Using the learning contract method developed for Work based Learning (BCM200), students will be able to design, negotiate and undertake an individual study project which is personally and professionally relevant and consistent with the aims of the BCM.
	304	<i>Individual Project 2</i>	3	