







DUAL QUALIFICATION

# Cert. IV in Business - Sustainability & Cert. IV in Entrepreneurship and New Business

BSB40120 BSB40320

Embrace your passion for sustainability.  
Explore new business venture opportunities  
to advance your career

-  [www.envirotech.edu.au](http://www.envirotech.edu.au)
-  [@envirotechevducation](https://www.instagram.com/envirotechevducation)
-  [Envirotech Education](https://www.facebook.com/EnvirotechEducation)
-  [admissions@envirotech.edu.au](mailto:admissions@envirotech.edu.au)





# Course Overview

This Dual Accreditation is designed to teach the spirit of entrepreneurship from an ecologically sustainable development perspective. The program provides a unique opportunity for students who want to learn how to establish a new sustainable business or contribute to the development of new sustainable projects at existing organisations.

The accreditation follows an innovative approach where students are able to gain extensive industry knowledge relating to establishing a new business, sources of capital, and to operate a business sustainability.

Students will learn from real-life case studies from a variety of workplace contexts and will gain business knowledge under the mentorship of experienced trainers.

All course assessments relate to real business needs, students will receive industry perspective on submitted assessments from business owners, consultants, trainers, and assessors.

Envirotech Mentors: 15 Hours/week

Lectures: 5 Hours/week

Workplace project course work on the job  
industry training 15 Hours/week



**Online  
Support**



**Blended  
Mode**



**17  
Units**



**58  
weeks**



**Paid/Unpaid  
Traineeships**



**On the Job  
Training**



# Dual Qualifications Units

Certificate IV Business - Sustainability (BSB40320) & Entrepreneurship and New Business (BSB40120)

## Business Sustainability & Innovation Start-up (BSIS)

BSBCRT411	Apply critical thinking to work practices
BSBPEF402	Develop personal work priorities
BSBPEF502	Develop and use emotional intelligence
BSBESB301	Investigate business opportunities
BSBWRT411	Write complex documents
CUAFIM511	Source funding for projects
BSBTWK401	Build and maintain business relationships

## Technology

BSBESB404	Market new business ventures
BSBTEC404	Use digital technologies to collaborate in a work environment
BSBXCM401	Apply communication strategies in the workplace

## Business Research and Development

BSBESB401	Research and develop business plans
BSBESB302	Develop and present business proposals
MSS015025	Develop a business case for sustainability improvements

## Finance and Sustainability Planning

BSBESB403	Plan finances for new business ventures
BSBSUS413	Evaluate and report on workplace sustainability

## Improving Business Sustainability

BSBESB402	Establish legal and risk management requirements of new business ventures
BSBSUS511	Develop workplace policies and procedures for sustainability

## Implement and Monitor Sustainable Practices

BSBSUS411	Implement and monitor environmentally sustainable work practices
BSBWHS411	Implement and monitor WHS policies, procedures and programs

# Business Sustainability & Innovation Start-up (BSIS)

This course provides students with the opportunity to join Envirotech Education's Business Sustainability & Innovation Start-up Hub (BSIS).

The goal of the hub is to provide students with real-life experience in a start-up business ecosystem. Students will participate in connecting with private and public investors through grant application to source sustainable funds for community engagement projects and create social enterprise.

## BSIS Benefits to Students and their Employers

The BSIS is an invaluable learning experience that will connect students with industry and real-time business funding opportunities. Students who gain experience on real funding projects often find it easier to create processes to secure funding for their own businesses or projects.

- ✓ Develop stakeholder collaboration and management skills
- ✓ Gain an understanding of sustainable finance and grant funding networks
- ✓ Participate in design and development of sustainable community projects
- ✓ Real-life experience in navigating funding ecosystems, launching projects and social enterprise

## Return on Investment (ROI)

- 1 Work independently and learn to develop and deliver sustainable projects
- 2 Research and choose from several business or project opportunities
- 3 Pitch business plans to interdisciplinary teams
- 4 Connect with donors and apply for grants and funding
- 5 Create social enterprise, new business and sustainable projects to support community needs
- 6 Learn and collaborate with real businesses and communities

# On the Job Training

Study and apply your skills in a real workplace through a Vocational Work Placement Program. On the job training has the benefit of providing knowledge and experience at the same time. Students who learn through experience in real workplace settings often find it easier to adapt in the workplace environment, increasing the scope of future employment.

Envirotech students will have the opportunity to develop job ready skills in a chosen industry under real-life workplace conditions. On the job training enables students to interact in a professional setting with colleagues and clients and provides experience in workplace conditions including working to deadlines and collaborating within a professional team.



Face-2-Face - Training  
At the Workplace  
15 hours per week



Online - Lessons  
Theory Delivery  
5 hours per week



Online - Mentoring  
Academic Support  
15 hours per week

## Program Benefits



Be a part of a  
workplace team  
from the get-go



Experience flexibility in  
learning from multiple  
industry sources



Gain hands-on learning  
experience to add  
to your CV



Determine if a certain  
project or job is  
a good fit early on



Flexible study, work and  
optional travel to support  
community projects

# Qualifications Outcomes

This course provides spirit of entrepreneurship from an ecologically sustainable development perspective covering foundations of economic, social, and environmental sustainability. Following the course, students will be equipped with the skills required to apply for real business grant opportunities or new business assistance with NEIS (New Enterprise Incentive Scheme).

## Skills and Knowledge Development

Upon completion of the course participants will be able to:

- ✓ Apply for grants and funding from a range of sources
- ✓ Research and develop business plans
- ✓ Understand budgeting and management aspects of business
- ✓ Plan stakeholder engagement strategies
- ✓ Understand dynamics of the business environment
- ✓ Learn to develop risk management strategy
- ✓ Gain tools for successful networking and business relationship development
- ✓ Understand foundations of building business relationships
- ✓ Use business communication platforms
- ✓ Implement ecologically sustainable practices in business operation
- ✓ Understand how to run a business efficiently and effectively
- ✓ Learn to create social enterprise

## Career Outcomes

- |   |  |
|---|--|
| • Junior Sustainability Officer           | • Junior Sustainability Officer                              |
| • Junior Environmental Management Officer | • Business Development Assistant                             |
| • Sustainability Team Assistant           | • Entrepreneur of New Business Venture and Social Enterprise |

# About Envirotech

Envirotech Education is an award-winning Australian Registered Training organization (RTO) endorsed by the Australian Skill Quality Authority (ASQA) for delivery of Vocational Education and Training (VET).

Envirotech VET accreditations are offered to: domestic, indigenous, international, and school students.

The College has in-house expert trainers, mentors, and business developers, who are dedicated to connecting students to an industry journey and will facilitate the development of real business initiatives and sustainable projects.

## Our Environmental Management & Sustainability Team



**Melinda de Luna**  
Co-CEO, Environmental  
Sustainability Consultant & Assessor



**Dr Kuntal Goswami**  
Sustainable Business  
Consultant, Trainer & Assessor



**Dr Miguel Fortes**  
International Blue Carbon Expert



**Daria Sobczak**  
Environmental Sustainability  
Consultant



**Glenda Manalo-Cadigal**  
Environmental Sustainability  
Consultant, Trainer & Assessor



**Cherry Jalover-Par**  
Environmental Planner  
& Assessor



# Weekly Timetable

	MON	TUE	WED	THUR	FRI
Morning Class 9am to 11:30am				Academic Mentoring Face-to-face/Online	Academic Mentoring Face-to-face/Online
Afternoon Class 12pm to 5pm					
Evening Class 6pm to 8:30pm			Theory Delivery Part 1 Online	Theory Delivery Part 2 Online	

# Annual Academic Calendar

## JANUARY

S	M	T	W	T	F	S
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## FEBRUARY

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27	28					

## MARCH

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## APRIL

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## MAY

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## JUNE

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## JULY

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## AUGUST

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## SEPTEMBER

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## OCTOBER

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30	31					

## NOVEMBER

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## DECEMBER

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18	19	20	21	22	23	24
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#### CONTACT

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#### BYRON BAY

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#### ENVIROTECH EDUCATION PTY LTD

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