

Business Management Co-op Diploma



BUSINESS MANAGEMENT CO-OP DIPLOMA

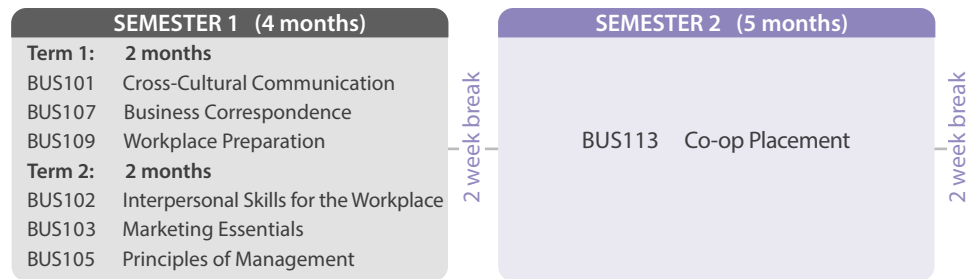


Program Description

The program will provide students with practical skills and strategies as well as specialized knowledge required to be effective leaders and managers. Students will acquire a well-rounded set of essential skills necessary to guide businesses towards meeting their strategic goals. With a focus on real-world business applications of key management concepts, students will develop broad skill sets that may be applied to management, marketing, accounting, communication and leadership.

REAL EXPERIENCE! REAL RESULTS!

Program Sequence



* course schedule is subject to change without notice

Highlights

INDUSTRY EXPERTS

Small class sizes give students opportunity for mentorship and individualized career-focused attention by top industry leaders.

100% GUARANTEED PAID CO-OP

100% guaranteed paid work experience.

Learning Outcomes

Students will be able to:

- Demonstrate the communication skills required to develop constructive relationships in diverse workplaces
- Develop teamwork, interpersonal, problem solving, and leadership skills
- Write error-free business-related documents necessary to develop and maintain a career
- Demonstrate the communication skills required to develop constructive relationships in a multicultural environment

Co-op

The Co-op is an integral component of this program that will provide students with an opportunity to integrate academic studies with related employment experience. Students will experience real-world business practices and return to the classroom with new perspectives gained from their employment. Graduates will be able to perform multifaceted business functions such as project management, business analysis, accounting, sales, teamwork, and research to support the marketing activities of an organization.



Nearly **33%** of Co-op graduates are likely to be **HIRED** by their Co-op employer after graduation.

Source: ubc.ca

SEMESTER 3 (4 months)	
Term 1:	2 months
BUS104	Organizational Behaviour
BUS114	Introduction to Accounting
BUS115	Social Media Marketing
Term 2:	2 months
BUS116	Project Management
BUS117	Leadership Skills
BUS111	Capstone



Did you know?

- ✓ 42% of job openings in B.C. will require a college education or apprenticeship training. *Source: BC 2024 Labour Market Outlook*
- ✓ In North America, employment of management occupations is projected to grow 6 percent from 2014 to 2024, which will result in about 505,400 new jobs. *Source: bls.gov*



DEVELOP CAREER SKILLS

Co-op provides on-the-job training in high demand occupations.



GRADUATE WITH CONFIDENCE BE WORK-READY

Graduates leave prepared with the practical job-ready skills that today's employers are looking for.

Career Opportunities

- Account Services Representative
- Assistant Manager
- Marketing Assistant
- Retail Manager
- Administrative Assistant
- Human Resource Assistant

Salary and Job Outlook

Average Salary Per Year

Account Services Representative	\$37,518
Retail Manager	\$40,000
Assistant Manager	\$37,475
Administrative Assistant	\$45,142

Source: payscale.com | Vancouver, BC Salary

Job Outlook in BC

Occupations	Job Openings to 2024	Median Wage Rate
Professionals in Business Management Consulting (NOC 1122)	3,400	\$28.85
Retail & Wholesale Trade Managers (NOC 0621)	27,400	\$25.20

Source: BC 2024 Labour Market Outlook

English Admission Requirement

- IELTS 5.5 or
- Completion of VanWest Level 7 or EAP 300 with a final grade of 75% or above or
- VanWest English Placement Test: Level 8

Academic Admission Requirement

- High School Diploma (Grade 12) or
- General Education Development (GED) or
- Mature Student Status

Program Length

- 13 months
(Academic Study 8 months + Co-op 5 months)

Credential Upon Graduation

- Business Management Co-op Diploma

Graduates will have the ability to:

- Apply classroom learning to guaranteed paid co-op positions
- Analyze problems in management and present solutions for them
- Organize and manage effective project teams
- Analyze the importance of financial accounting information in the decision-making process
- Demonstrate understanding, development and knowledge of business methodologies
- Create customer value and sustain profitability for a business through effective marketing

★ **MANAGEMENT OCCUPATIONS** is one of the major groups that half of total projected job openings are expected to be in.

Source: workbc.ca



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