



# Your Career

What's next for you?



www.yourcareer.gov.au

**1800 CAREER** (1800 227 337)



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### Introduction

## Now is the time to start thinking about life after school.

Life after school can be full of exciting opportunities. You might discover new passions, develop valuable skills or learn more about what you want out of life. We know change can be challenging and COVID-19 has presented some additional uncertainty. The **School Leavers Information Kit (SLIK)** can help you discover what's out there as you make your next move.



You might want to jump straight into the world of work and use 2022 to build your career. If this is something you want to do, then check out how **Chloe** started her career in the 'Build your future career' section on page 5. This section has all the information you need to get started in work.



Maybe you want to get qualified or pursue some further study. If you want to explore this pathway, learn how **Morgan** used the available support to help them choose between university and Vocational Education and Training (VET). The 'Further education and training' section on <u>page 6</u> has everything you need to know about further study and the available support.



With all the options out there, you might still be deciding what to do next. You're not alone. If you want to try something new, like taking a gap year, volunteering or doing seasonal work, then check out how **Kiran** made his decision. The 'Help with short-term options' section on <u>page 8</u> has information about the choices available.

This information can help you prepare for your next steps after school. Read on to discover what's on the horizon for you.

### Inspiration for your career

#### The School Leavers Information Service offers support to help you understand your options.

This is a free service that Australians aged 15-24 can use.

We are the National Careers Institute (NCI) and we're here to help you plan for your future career.

Our information officers will support you to:

- understand the SLIK
- find and use the Your Career website
- find the right support services for you.

Our qualified career practitioners can take this one step further. You can book a free, 45-minute phone session to talk about:

- career planning
- training and further study
- looking for work.

#### Your school is also there to help

If you're still in school, your career advisor or guidance counsellor can help you work out the right options for you, including information on what's available in your state or territory.

#### Are you living in a regional, rural or remote area?

Help is available for you. Check out the information for regional, rural and remote school leavers on the Your Career website (www.yourcareer.gov.au).

You can text us and get an answer straight away.



SLIS2022 to 0429 009 435

You can email us and we'll reply quickly.



schoolleavers.nci@dewr.gov.au

You can call us and talk to a real person.



1800 CAREER or 1800 227 337

## **Build your future career**

## Learn how to dive right into work and start your career, just like Chloe.

Chloe wants to focus on building her career in 2022. She has lots of options in mind and needs some help deciding between them, so she started by using the tools below.

#### **Explore Your Career**

The <u>Your Career website</u> (www.yourcareer.gov.au) is designed to help you navigate your options. You can use the Your Career website to find information about learning and training, finding a job, building a career, and the financial support available.



#### **Try the Your Future Career tool**

Access the Your Future Career tool on the <u>Your Career website</u> (www.yourcareer.gov.au/your-future-career) to find out which occupations match your preferences. It will give you a list of occupations, and for each one you can find out if you need further education and training, what skills employers are looking for and the estimated pay. The tool asks you things like:



## What are your interests?

Think about what kind of work you see yourself doing. Do you like working with your hands? Being creative? Solving problems?



## Do you have any deal breakers?

What do you think about shift work? Irregular hours? Working outdoors?



## Do you have an industry in mind?

Do you have your heart set on a particular industry? Try to keep an open mind because you never know what you might enjoy!



#### What did Chloe do?

The Your Future Career tool helped Chloe to make a list of industries and jobs related to her current interests. She now has a better understanding of the pathways she can take.

## Further education and training



#### Want to get qualified, like Morgan?

Sometimes your career path might require further study or training. Morgan knows the pathway they want to take when they leave school, but is interested to see if there's additional support available to make their journey easier.

Remember if your career goals change, you don't have to stick with the qualification you started with. You can move between different types of courses and training if you want to.

## Apprenticeships and traineeships

Apprenticeships and traineeships are Vocational Education and Training (VET) courses that combine paid work with structured training.

Traineeships focus on knowledge, attitudes and real skills, and can be delivered on-the-job, off-the-job, or both.

An apprenticeship is a structured training arrangement of usually 3.5 or 4 years. Traineeships usually last between 9 months and 4 years, depending on the vocation and certificate.

For more information about becoming an apprentice visit the <u>Australian Apprenticeships</u> website (www.australianapprenticeships. gov.au).

## Vocational Education and Training (VET)

VET provides high-quality, nationally recognised training that enables students to gain qualifications for employment. It is designed to help you get the skills you need to enter and succeed in the workplace.

VET is not just for traditional trades – it includes hundreds of different occupations and industries including accounting, retail, hospitality, technology and the arts.

VET qualifications range between 3 months and 3 years to complete.

## Higher education

Most people start studying at a university or other higher education provider in a diploma, advanced diploma, associate degree, undergraduate certificate or bachelor's degree.

After that, there are options to continue study, like a master's degree. As prerequisites for courses vary between institutions, you should consult your provider.

The length of time it takes to complete higher education varies. As an example, most bachelor's degrees take a minimum of 3 years to complete, and a master's degree takes a minimum of 1 year.

#### **Funding support**

If you're leaving school or looking for work, JobTrainer could be your opportunity to study free or low-fee courses. You can study for an accredited diploma, certificate or short course. Learn skills for a range of in-demand jobs. For more information on courses and occupations that may be available through JobTrainer in your region, head to the JobTrainer page on the My Skills website (www.myskills.gov.au/jobtrainer).

The Job-ready Graduates Package aims to provide more opportunities for people to gain the qualifications they will require for the jobs of the future.

Funding support and subsidies vary between courses and providers. Head to the section on 'Support for further study' on <u>page 16</u> for more information on the financial support available to school leavers.



#### **Unique Student Identifier (USI)**

If you're at university or TAFE, or doing some other nationally recognised training, you need a Unique Student Identifier (USI). Without one, you can't get financial assistance from the Australian Government, or your qualification or statement of attainment. Visit the USI website (www.usi.gov.au) for more information.

#### COVID-19

The COVID-19 pandemic impacted the way further education and training is delivered in many institutions. If you're considering further study or training in 2022, take a look at the website for the institution you're interested in to find out about changes they've made.

## Want more information about further education and training?

Head to the <u>Your Career website</u> (www.yourcareer.gov.au/learn-and-train) for more information on becoming an apprentice and check out the <u>My Skills website</u> (www.myskills.gov.au) for more information on VET courses and which providers offer them. You can also compare higher education courses and providers on the <u>Course Seeker website</u> (www.courseseeker.edu.au).

#### What did Morgan do?



Morgan called **1800 CAREER** and talked through their options with a career practitioner. This helped them weigh up the benefits of studying at university or undertaking a VET qualification in their chosen industry. They also now understand the funding support that is available, and this helped them build confidence around their choices.

### Help with short-term options



## Are you unsure of your next steps, like Kiran?

Kiran was thinking about taking a gap year, but now he's not sure. He's looking for short-term opportunities he can pursue right away.

#### What are Your Options Now?

Explore immediate education and work opportunities, including jobs that are currently available and short-term courses that can help you build your skills, with the <u>Your Options Now online tool</u> (www.yourcareer.gov.au/your-options-now).

Enter your preferred location, any experience, your interests and preferences, and you will see the courses or jobs that match.

#### Short-term courses

You can find higher education and VET courses that you can get started on right away and are less than 12 months in duration.

#### Getting a job

You can see jobs that you're interested in and explore:

- the estimated pay
- the future growth outlook
- current vacancies.



What are you waiting for? Take a few minutes to find out about immediate opportunities near you with the <u>Your Options Now online tool</u> (www.yourcareer.gov.au/your-options-now).

#### Taking a gap year

When you think of a gap year, you might think of exploring different countries and meeting lots of new people. If travelling is something you're passionate about, you might be able to travel within Australia instead.

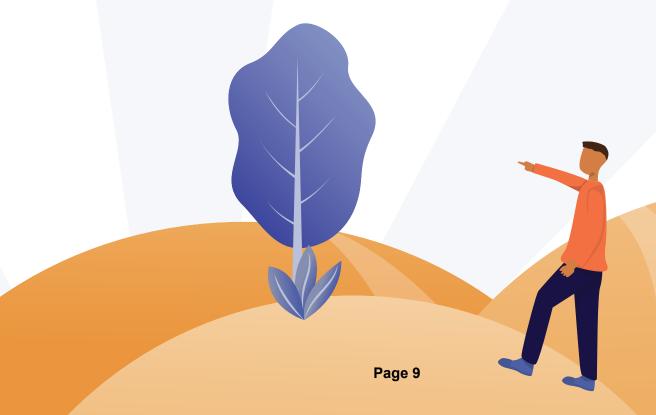
You might also like to consider travelling to regional areas and doing seasonal work, like fruit picking. Head to 'Looking for something different?' on page 14 to explore what you can do.

Many people use a gap year to get a job. You can use this time to earn some money and try out an industry that you're interested in. This is also a great time to try out an industry through volunteer work or short-term study options. See the section called 'Looking for something different?' on page 14 to find out more.

#### What did Kiran do?



After talking to a career practitioner about what's next, Kiran has discovered how he can broaden his horizons. The idea of getting a short-term job right now is appealing to him. And, with the help of the career practitioner, he's made a list of VET courses that he can read up about. He's now thinking about studying part-time.



#### Industries in Australia

#### Which industry is right for you?

If you are thinking about your future career, it's good to have an idea about the industries that are in Australia. Remember that in each industry there is a range of jobs – some are well known, and others are emerging. Think broadly about your skills, interests and abilities. You don't have to lock yourself into one industry; there might be lots of different jobs in several industries that suit you.

Check out the huge range of industries you can choose from:



Accommodation and Food Services



Agriculture, Forestry, Fishing



Arts and Recreation Services



Construction



**Education and Training** 



Electricity, Gas, Water, Waste Services



Financial and Insurance Services



Information, Media and **Telecommunications** 



Manufacturing



Mining



Professional, Scientific and Technical Services



Public Administration and Safety



Rental, Hiring and Real Estate



Retail Trade



Transfer, Postal and Warehousing



Wholesale Trade

#### Getting a job

Explore different industries and jobs and get career ideas on the Your Career website (www.yourcareer.gov.au/occupations).

## Identify your skills

## No matter what you do in 2022, you already have skills that can help you.

Employability skills – like communication and teamwork – are important in all study, training and work pathways. They are especially helpful if you want to apply for jobs.

See below for some examples of how you can showcase your employability skills by drawing on your experiences. Build these into your resume, education or training applications to stand out from the crowd.



#### Organisation

"For my part-time job as a supermarket attendant, I always attended my shifts on time, had good time management, could be relied upon to meet deadlines, and wasn't distracted by my phone."



#### **Digital capabilities**

"At school I learnt how to use Microsoft Word, Outlook, PowerPoint and Excel.
I understand how to do basic tasks using all these tools and am eager to learn more."



#### Communication

"Volunteering at the local animal shelter,
I developed clear and professional verbal
and written communication skills. I also
built my confidence engaging with people
from a range of backgrounds."



#### **Teamwork**

"Playing on my school sporting team, I learnt how to work effectively with others and build a positive team culture, both on and off the court."

#### Want more information on key skills?

See how your skills match the skills employers are looking for on the <u>Your Career website</u> (www.yourcareer.gov.au/occupations).

### **Short-term study and training**

## Get skilled quickly with a range of short-term study and training options.

Did you know there are education and training options that could get you skilled up fast – from a few hours to a couple of months? The best part is that they can sometimes be credited towards a full qualification if you decide to continue further study.

#### Micro-credentials

A micro-credential is short and targeted training. It's a certification that is smaller than a traditional qualification and may be industry recognised.

The duration of this type of training is between a few hours for some courses, to a few weeks to a year. They can sometimes be credited towards full qualifications if you undertake further study.

#### Skill sets in VET

Skill sets are discrete blocks of vocational units of competency that meet an identified industry need or a specific licensing/regulatory requirement.

The duration of a skill set will depend on its size and content. They can typically be credited towards a VET qualification if you continue further study.

## Shorter courses in higher education

Short courses offer an introduction to a higher education degree through an undergraduate certificate offered by a university or other higher education provider.

Short courses are generally 6 months long and can be credited towards another higher education qualification, like a bachelor's degree, if you continue further study.

## Tertiary preparation courses

If you haven't met the entry requirements for your dream higher education course, a tertiary preparation course or enabling course could help build skills and knowledge to prepare you for bachelor-level study with a higher education provider.

The duration of these courses varies, and you should check the higher education provider's website for details. Generally, these units are not credited towards any later bachelor qualification.



#### **Funding support**

Funding support and subsidies vary between courses and providers. Head to the 'Support for further study' section on page 16 to find out what financial support is available.

#### Want to know more?

Want more information about short-term education and training options? Head to the My Skills website (www.myskills.gov.au) for information about skill sets you can undertake. You can find information on higher education short courses through the Course Seeker website (www.courseseeker.edu.au).



## Looking for something different?

# Want to try something new? There are many options you can explore to discover the change you're looking for after school.

No matter which path you decide to follow, all of these options will help you develop valuable skills. The best part is that you don't have to pick just one!

#### Volunteering opportunities

Volunteering can give you the chance to make a difference and help you build valuable skills for your future. There are many organisations that you can get involved with, depending on your interests, location and availability. You can find information on volunteering opportunities in your state or territory in the 'Information in your area' section on page 36.





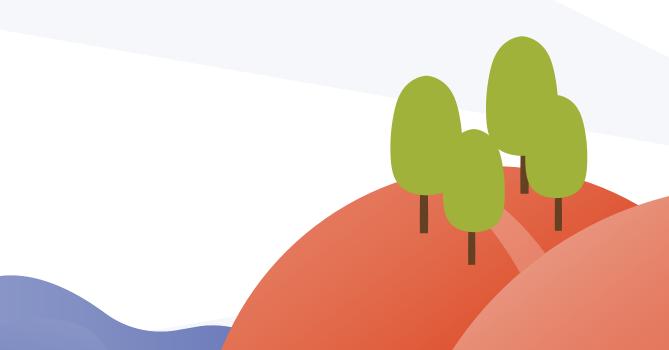
#### **Short-term work placements**

Early experience in your industry of interest can give you a taste of the future and help you decide whether a particular job is right for you. Consider the types of roles that you are interested in and how they might further your career. Find tips on short-term work placements on the <a href="Your Career website">Your Career website</a> (www.yourcareer.gov.au/your-options-now).

#### Starting your own business

Could you turn one of your passions into a business idea? Even though starting a business is a long-term venture, there are a range of steps you can take in the short-term to get started. Check out some tips and tricks to get you on your way on the Department of Employment and Workplace Relations website (www.dewr.gov.au/new-business-assistance-neis).





## Support for further study

# You may be eligible for one of the following types of financial assistance depending on your circumstances.

## Assistance for higher education students

You could be eligible for subsidised course fees, a HELP loan or a scholarship.

## Assistance with living expenses

You can apply for payments to assist with living expenses while you are studying, including Youth Allowance and ABSTUDY.

## Assistance for VET students

You could be eligible for a VET student loan if you are studying an approved course.

You may be able to access further support through Government programs or access programs or grants. Meet Noah and Casey, who explored their options and got the support they needed.



After talking with a career practitioner, Noah worked out that he wants to study a Diploma of Teacher Education Preparation. He applied for a VET Student Loan to support him with his studies. This type of support allowed Noah to enrol in his course while the Government pays for most of the fees.



Casey has a plan with the National Disability Insurance Scheme (NDIS) due to her physical disability. She talked about her career goals with her Local Area Coordinator. Together, they worked out what support and services she needed to reach her goals, including the NDIS School Leaver Employment Supports. Through this conversation, Casey learned that she might be able to apply for a Disability Support Pension through Centrelink.

#### Want information on financial assistance?

For more information on different forms of support head to the <u>Your Career website</u> (www.yourcareer.gov.au/work-support). You can also access the Payment and Service Finder on the <u>Services Australia website</u> (www.servicesaustralia.gov.au/paymentfinder) to help you identify what support you might be eligible for.

### Thinking about work?

## Here are some things to think about before you get started.

#### Tax File Number

Have you got a Tax File Number? Applications for a Tax File Number are free and you can apply for one on the <u>Australian Taxation Office (ATO) website</u> (www.ato.gov.au/individuals/tax-file-number/apply-for-a-TFN).

#### **Transport**

Think about how you will get to work. Is public transport available? Or do you have your own mode of transport?

#### Job preferences

How many hours do you want to work each week? What days or times do you want to work? Do you want or need flexibility in your schedule?

#### Licensing, training and registration

Do the jobs you are interested in have licensing, training or registration requirements?

#### Superannuation

Superannuation is money set aside during your working life for when you retire. Find out more about getting started on the ATO website (www.ato.gov.au/individuals/super).

#### **Understand your rights**

Make sure you understand your rights at work. You can find more information on the Your Career website (http://www.yourcareer.gov.au/work-support#your-rights-at-work).

#### Searching for jobs

Are you ready to start your job hunt? View current vacancies near you and access further support and information to improve your chances of getting a job on the <a href="Your Career website">Your Career website</a> (www.yourcareer.gov.au/your-options-now).

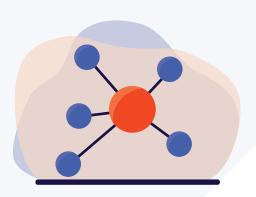
## **Applying for jobs**

#### Top tips to help you get into the workforce.

#### Choose your job strategy

You can search for opportunities with employers currently hiring on the Australian Government Workforce Australia website (www.workforceaustralia.gov.au/).

Some people find jobs through word of mouth, so expand your network. Connect with people that you know, or join a club that you're interested in. You never know who could help you with your job search.



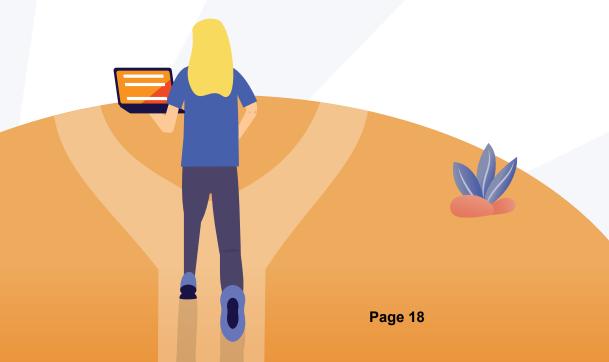
#### Nail your resume



Develop a resume and tailor it to each job application.

Scan the job ad for keywords, and check for any required qualifications or certifications. Try to address these in your resume.

To get started, check out the Resume Checklist and take the Resume Quiz on the <u>Your Career website</u> (www.yourcareer.gov.au/get-job-ready).



#### Be interview-ready

- Re-read your application so you know exactly what you have said to the employer.
- Research the employer to understand what they do and what your role would be.
- Be ready to talk about how your experience and skills are relevant for the position.
- Think about your answers to common interview questions, like "Why do you want to work here?".
- See if you can practise your answers out loud with friends or family.
- Be prepared for a face-to-face, phone or online interview: test your technology to make sure it works and ensure you're in a quiet location.
- Present yourself well. Dress appropriately for the job, even if it's a video interview.
- If it's an online interview, look at the camera and not at yourself or the people interviewing you. Even if it feels strange, you will come across as engaged and interested. If it's too distracting, cover the preview of yourself with a Post-it.

#### Let your skills shine



Many of your existing skills are directly applicable to jobs that are available right now. Skills like communication and digital capabilities, including emailing, are relevant to many jobs.

Learn about how to identify your employability skills in the 'Identify your skills' section on page 11 to see how you could demonstrate your skills through school work or casual employment.

#### **Know your digital footprint**

Carefully consider what you post online and if you would be comfortable with a future employer reading it.

Want more tips for getting job ready? Read the checklists, factsheets and strategies for getting your dream job on the Get Job Ready page on the <u>Your Career website</u> (www.yourcareer.gov.au/get-job-ready).





# Support for people with disability and special education needs

# There are a range of programs and support for students with disability or special education needs.

Leaving school and setting out on the next stage of life after school is an exciting and challenging time.

It can take time to figure out the right path to education, post-school options or a job. There are lots of people and supports available to help you reach your full potential, whatever you decide to do.

Disability may mean that you might need extra support in the years following school – and that's ok.

There are a number of useful resources included below to help with your planning and decisions after school. Understanding all your options will help you shift from school to work, training or further education more easily.

You can also contact the School Leavers Information Service for more support. They can help connect you with options to suit your needs and goals.



SLIS2022 to 0429 009 435



schoolleavers.nci@dewr.gov.au



1800 CAREER (1800 227 337)

Parents and guardians of school leavers with disability or special education needs are also able to call the service on behalf of the young person in their life.

#### **Employment support**

#### **Disability Employment Services (DES)**

If you have a disability, a DES provider can support you to get job ready, look for and find a job. DES providers can help you get ready for work, train in specific job skills, write your resume, learn interview skills and look for jobs that suit you. If you already have a job, a DES provider can help you with specific on-the-job training and support to suit your needs. For more information check out the <a href="Department of Employment and Workplace Relations website">Department of Employment and Workplace Relations website</a> (www.dewr.gov.au/disability-employment-services).

#### School Leaver Employment Supports program

Through the National Disability Insurance Scheme (NDIS), students can access School Leaver Employment Supports to help them get ready for work and plan a pathway to employment. Learn more on the NDIS website (www.ndis.gov.au/participants/finding-keeping-and-changing-jobs/leaving-school).

#### Disabled Australian Apprentice Wage Support Program (DAAWS)

Students with disability wanting to pursue a traineeship or apprenticeship can access mentoring and additional support through the DAAWS program. For more information check out the <u>DAAWS factsheet</u> (www.australianapprenticeships.gov.au/sites/default/files/2019-05/Support%20for%20Australian%20Apprentices%20with%20disability.pdf).

#### **Job Access**

If you are searching for employment, Disability Employment Services can provide the support you need to get ready for work. Learn more on the <u>Job Access website</u> (www.jobaccess.gov.au/people-with-disability/available-support/1631).

#### myWAY Employability

Provides a smart web platform to assist young autistic people plan and prepare for work. For more information head to the <a href="maybay">myWAY Employability website</a> (www.mywayemployability.com. au/about).



#### **Education and training support**

#### **Australian Disability Enterprises (ADEs)**

Provides employment opportunities to people with disability by assisting with gaining experience and training to enable access into employment. Learn more about ADEs on the <a href="Department of Social Services website">Department of Social Services website</a> (www.dss.gov.au/disability-and-carers-programs-services-for-people-with-disability/supported-employment).

#### Leaving school and career planning - students with disability

Provides information and support for leaving school and career planning for students with a disability. For more information about supporting students with disability, head to the <u>Victorian Department of Education and Training website</u> (www.vic.gov.au/leaving-school-and-career-planning-students-disability).

## Australian Disability Clearinghouse on Education and Training (ADCET)

Students with disability who are wanting to go on to further education can access a wealth of information, resources and practical worksheets to help plan for the transition to further education. For more information check out the <u>ADCET website</u> (www.adcet.edu.au/students-with-disability).

#### Get ready for study and work

This resource features 10 top tips for young people with disability who are leaving school and going on to work and study. Check them out on the Western Sydney University website (www.westernsydney.edu.au/getreadyforstudyandwork).

#### **Better Health Channel**

Learn more about post-school options for children with disability on the <u>Better Health Channel website</u> (www.betterhealth.vic.gov.au/health/servicesandsupport/postschool-options-for-people-with-a-disability).







#### **General support**

There are organisations that can help you prepare for life after school, support you with tools and information to make the transition smoother and advocate on your behalf, if you need additional support. You can ask people in your networks if they know about other similar organisations you can access, but here are a couple to get you started.

#### Children and Young People with Disability Australia (CYDA)

An advocacy organisation that provides resources, information and advice on services and support for young people, including mechanisms to address any concerns or complaints. Learn more on the CYDA website (www.cyda.org.au/young-people).

#### Launchpad - leaving school and leading your own life

Through Autism Spectrum Australia this website has been created for young people with autism or Asperger's, and their families. Find more information on supporting young people with autism or Asperger's on the <u>Autism Launchpad website</u> (www.autismlaunchpad.org.au).

#### Are you a carer and need some support?

If you are a young carer for a person with disability, there are services available to support you.

#### **Carer Gateway**

For students who may be young carers, the Carer Gateway provides free services in-person, online and via the phone, including coaching, counselling, respite care, peer support, online skills courses and financial support. Learn more about support for carers on the Carer Gateway website (www.carergateway.gov.au).

#### Support for students with mental illness

You can access many supports such as job coaching, assistance navigating community support services and Centrelink systems, targeted education and/or employment opportunities, and on-the-job support for as long as you need.

#### The Individual Placement and Support Program (IPS)

The IPS program aims to improve the educational and employment outcomes of young people aged up to 25 with mental illness. Participants can access a variety of supports including job coaching, assistance navigating community support services and Centrelink systems, and on-the-job support for as long as needed. For more information visit the <a href="Department of Social Services website">Department of Social Services website</a> (www.dss.gov.au/disability-and-carers-programs-services-for-service-providers/individual-placement-and-support-program-ips-program).



#### Support for disadvantaged students

There are many ways you might be disadvantaged. You may not be in a situation to afford further education, or you might need someone to support and mentor you through the coming years. If this sounds like you, then we have included some services you can access for extra support.

#### Study assist

Information for students about government assistance for financing tertiary study. Learn more about financial support on the <a href="Study Assist website">Study Assist website</a> (www.studyassist.gov.au/support-while-you-study/support-students).

#### The Smith Family

Provides eligible students with mentoring, learning programs and activities, and sponsorship to develop their academic skills and go on to further studies or employment. For more information about additional support, check out <a href="https://doi.org/10.2016/jnan.2

#### **UAC Education Access Scheme (EAS)**

Educational Access Schemes (EAS) aim to help students who have experienced significant educational disadvantage receive an offer to university. Learn more about the EAS on the <u>Universities Admissions Centre website</u> (www.uac.edu.au/future-applicants/scholarships-and-schemes/educational-access-schemes).

#### Are you living in a regional, rural or remote area?

Help is available for you. Check out the information for regional, rural and remote school leavers on the <u>Your Career website</u> (https://www.yourcareer.gov.au/school-leavers-support/school-leavers-information-kit-card) for information relating to your situation.

# Support for Aboriginal and/or Torres Strait Islander peoples

There are many programs and support services for Aboriginal and/or Torres Strait Islander school leavers setting out on their journey after school, whether for higher education, training or work.

These services empower young Aboriginal and/or Torres Strait Islander peoples to make informed career and pathway choices. The below list highlights just some of the support available nationally and in the states and territories – but the list is not intended to be exhaustive. You can also seek help from your parents or teachers or chat with your mates. Know that there's always someone to help point you in the right direction.

#### **National services**

#### **Toorong Marnong ATAR Hotline**

This annual hotline is for Aboriginal and/or Torres Strait Islander students seeking advice about university entrance. It is a 24-hour service available from ATAR (Australian Tertiary Admissions Rank) release until the beginning of Semester 1. The line is staffed by Indigenous academics and support staff. Visit the <u>VAEAI website</u> (www.vaeai.org.au/support-for-koorie-learners-heading-to-university) for more information about the Toorong Marnong ATAR Hotline.

Call 1800 862 827

#### indigenous.gov.au

This website celebrates the achievements of Aboriginal and/or Torres Strait Islander peoples and brings together stories, news and community information in one place. It also connects you with government services and programs and your closest regional office. For more information, head to the indigenous.gov.au website (www.indigenous.gov.au).

#### The Indigenous Student Success program

This program provides funding to universities to help students take on the demands of university and succeed. Universities offer scholarships, tutorial assistance, mentoring, safe cultural spaces and other personal support services. Learn more about the program on the National Indigenous Australians Agency website (www.niaa.gov.au/indigenous-affairs/education/indigenous-student-success-program).

#### **Education Access Scheme (EAS)**

This scheme aims to help students who have experienced significant educational disadvantage receive an offer to university. Learn more about the EAS on the <u>Universities Admissions Centre website</u> (www.uac.edu.au/future-applicants/scholarships-and-schemes/educational-access-schemes).

#### Indigenous Youth Mobility Pathways (IYMP) project

This project aims to support young Aboriginal and/or Torres Strait Islander peoples from regional and remote communities across the nation to 'Dream, Learn and Lead'. Career Employment Australia delivers the project in 7 locations across Australia. You can learn more about this project on the IYMP website (www.iymp.com.au).

#### State or territory-based support

#### **New South Wales (NSW)**

#### Post-school options fact sheet

For everything from fee-free government subsidised training to sporting academy opportunities to scholarships for Indigenous students undertaking science, technology, engineering and mathematics (STEM) qualifications, this NSW Government fact sheet has a lot of useful information, all in one spot. Download your copy of the fact sheet on the NSW Department of Education website (https://education.nsw.gov.au/content/dam/main-education/teaching-and-learning/curriculum/career-learning-and-vocational-education/post-school-options/fact-sheets/13-fact-sheet-aboriginal-youth.pdf).

#### Queensland

#### **Queensland Government**

The Queensland Government website offers information on school-based and VET qualifications as well as scholarships and grants for Aboriginal and/or Torres Strait Islander students and school leavers. Learn more on the <a href="Queensland Government website">Queensland Government website</a> (www.qld.gov.au/education/schools/student/indigenous) today.

#### Western Australia (WA)

#### Choosing a path

Jobs and Skills WA offers support with selecting the right path following school. You can also hear from some like-minded individuals about how they chose their path after school. Learn more on the <u>Jobs and Skills WA website</u> (www.jobsandskills.wa.gov.au/aboriginal-services/jobseekers/choose-path).

#### Aboriginal school-based training program

For full-time Aboriginal and/or Torres Strait Islander students in Years 10, 11 and 12, the Government of Western Australia Department of Training and Workforce Development offers the chance to gain the skills they need to keep studying after school or to find a job. Learn more on the <a href="Department of Training and Workforce Development's website">Development's website</a> (www.dtwd.wa.gov.au/vet-for-secondary-students/vet-programs-for-secondary-students) today.

#### South Australia (SA)

#### The Workabout Centre

The Workabout Centre offers a range of programs and services to support Aboriginal and/or Torres Strait Islander students to make a successful transition from school to work, higher education or further training. School leavers can access support up to 12 months post-school. Learn more on the South Australian Department of Education website (www.education.sa.gov.au/parents-and-families/curriculum-and-learning/aboriginal-school-programs-and-initiatives/workabout-centre-aboriginal-students).

#### **TAFE Aboriginal Access Centre**

The TAFE Aboriginal Access Centre helps students access and participate in vocational education, including in regional and remote locations. Whilst studying at TAFE SA, a Training Support Officer can be made available to students for the duration of their course.

Learn more on the TAFE SA website (www.tafesa.edu.au/services/aboriginal-support).

#### South Australian Certificate of Education (SACE)

The SACE supports Aboriginal and/or Torres Strait Islander students to complete qualifications and develop the skills they need to succeed, while maintaining their cultural identity. Head to the SACE website (www.sace.sa.edu.au) for more information.

#### Support from universities

Various South Australian universities encourage Aboriginal and/or Torres Strait Islander students to access higher education and help once they have enrolled in a course. Some of these universities include:

- Wirltu Yarlu at Adelaide University (www.adelaide.edu.au/wirltu-yarlu)
- Wirringka Student Services at the University of South Australia (https://i.unisa.edu.au/students/student-support-services/wirringka-student-services)
- Yungkurrinthi at Flinders University
   (https://students.flinders.edu.au/support/indigenous-student-support).

#### **Tasmania**

#### Getting job ready with the Aboriginal Employment Portal

Get access to a range of resources, advice and tools to support you to be job ready and gain employment with the Tasmanian State Service. Learn more on the <u>Tasmania Government website</u> (www.dpac.tas.gov.au/divisions/ssmo/aboriginal\_employment\_strategy).

#### **TasTAFE**

Get the skills you need for the job you want, see what TasTAFE has to offer and see their range of services to support training and career goals. Learn more on the <u>TasTAFE website</u> (www.tastafe.tas.edu.au/students/support/atsi-support).

#### Riawunna Centre

The Riawunna Centre for Aboriginal Education provides a culturally welcoming space for students to study and access academic and cultural support. Find out more on the University of Tasmania website (www.utas.edu.au/riawunna).



#### **Victoria**

#### Marrung education scholarships

Marrung education scholarships support Aboriginal and/or Torres Strait Islander students to complete years 11 and 12. There are 20 scholarships of \$5,000 each (\$2,500 per year over two years) Learn more on the Marrung education scholarships website (www.vic.gov.au/marrung#marrung-education-scholarships).

### Victorian Aboriginal Education Association Incorporated (VAEAI) Wurreker brokers

Wurreker brokers are located throughout regional victoria, and provide advice about access to training and tertiary education opportunities. Learn more about the supports available on the <a href="Wurreker Brokers website">Wurreker Brokers website</a> (www.vaeai.org.au/wurreker-brokers/).

#### **Toorong Marnong**

The VAEAI's university unit can help students find courses and receive further information from universities and TAFE. Its hotline – 1800 TM ATAR (1800 862 827) – runs every December to link students to Aboriginal academic and administrative advisors. Find out more on the Toorong Marnong website (www.toorongmarnong.com/).

#### **Australian Capital Territory (ACT)**

#### **Vocational Inclusion Programs**

The ACT Government provides genuine career opportunities for existing and future Indigenous ACT Government employees. Learn more on the <u>ACT Government website</u> (www.cmtedd.act.gov. au/employment-framework/inclusion-programs/aboriginal-and-torres-strait-islander-employment).

#### Australian Catholic University's (ACU) Dhara Daramoolen unit

The Dhara Daramoolen unit provides tailored study options, entry pathways, scholarships and student services available to Aboriginal and/or Torres Strait Islander students. There are also higher education options at the NSW, Queensland, Victorian and South Australian ACU campuses. You can read the Dhara Daramoolen brochure on the <u>ACU website</u> (www.nacchocommunique.com/wp-content/uploads/2020/09/iheu\_dhara-daramoolen.pdf).



#### The Yurauna Centre

This student support centre provides tailored Aboriginal and/or Torres Strait Islander courses, study support and cultural advice. For more information go to the Canberra Institute of Technology website (www.cit.edu.au/study/cit\_yurauna).

## The Ngunnawal Centre and the Aboriginal and/or Torres Strait Islander Foundation Program

The Ngunnawal Centre helps students achieve academic and career goals and offers educational programs and support services at University of Canberra. Learn more on the <u>University of Canberra website</u> (www.canberra.edu.au/future-students/get-into-uc/pathways-programs/aboriginal-and-torres-strait-islander-foundation-program).

#### **Gugan Gulwan**

Gugan Gulwan is an Aboriginal and/or Torres Strait Islander youth centre located in the ACT suburb of Wanniassa. It works with its clients through a range of programs. Learn more about the supports available on the <u>Gugan Gulwan website</u> (www.gugan-gulwan.com.au).

#### **Tjabal Indigenous Higher Education Centre**

The Tjabal Indigenous Higher Education Centre provides a meeting place and support-base for Aboriginal and/or Torres Strait Islander students and staff at Australian National University (ANU). Find out more on the <u>ANU website</u> (www.anu.edu.au/students/contacts/tjabal-indigenous-higher-education-centre).

#### Northern Territory (NT)

#### Office of Youth Affairs

The Office brings together many programs and services available to young Territorians including scholarships, financial assistance, recruitment assistance and help with gaining work experience. Learn more on the Office of Youth Affairs website (https://tfhc.nt.gov.au/social-inclusion-and-interpreting-services/office-of-youth-affairs).

#### NT scholarships

Interested in studying or looking at your options to attend university? You may be eligible for some of the scholarships outlined below, helping you on your way financially.

Northern Territory Government Higher Education Scholarships: Worth \$5,000 per year and available to eligible NT Year 12 school leavers to undertake full-time degree studies (www.nt.gov.au/learning/student-financial-help-and-scholarships/higher-education-scholarships).

<u>Yalari</u>: Gives Indigenous children from remote communities full-boarding scholarships at the highest achieving secondary schools (www.yalari.org/scholarships).

Youth Off The Streets: Supports young people who have a desire to move forward but face significant financial and personal barriers which make their everyday goals a struggle (www.youthoffthestreets.com.au/get-support).

#### **Government careers**

The Australian Government is one of the country's biggest employers and has jobs available to suit many skill levels and areas of interest.

We explain some of the employment programs for young Aboriginal and/or Torres Strait Island peoples who want to get jobs in the Australian Government.

You can find more information about each of these programs through your search engine.



#### The Australian Defence Force

They offer many different jobs and ways to join. Their specialist Indigenous recruitment team can answer any questions you have and help you find the pathway best suited to you.

#### Australian Public Service HR School Leaver Program

In this 12-month development program for people who have completed Year 12 in the last two years, you gain an entry pathway into Human Resources in the Australian Government. Applications are open 1 August. For more information, visit the ATO website (https://www.ato.gov.au/About-ATO/Careers/Entry-level-programs/The-ATO-School-Leaver-Program/).

#### The Australian Federal Police (AFP) Directions Program

This employment program is for Aboriginal and/or Torres Strait Islander young peoples aged 18 or older. It's a great start to a rewarding career in the AFP.

#### The Evergreen Program

This program is an entry-level program for Aboriginal and/or Torres Strait Islander young peoples run by the ATO. It focuses on building your workplace skills.

#### The Indigenous Apprenticeships Program

This is an exciting opportunity for Aboriginal and/or Torres Strait Islander young peoples who want to join the Australian Public Service (APS). You will learn new skills, gain valuable workplace experience, and complete a formal qualification.

## The Indigenous Australian Government Development Program (IAGDP)

The IAGDP is an entry-level employment program open to young Aboriginal and/or Torres Strait Island peoples with an interest in working for the APS. The IAGDP program provides participants with an opportunity to contribute to your community and build your career.

#### The Indigenous Graduate Pathway

This program provides a rewarding career in the APS for Aboriginal and/or Torres Strait Islanders university graduates.

### Extra help and support

# Leaving school can sometimes be challenging. There are plenty of people you can talk to if you need support.

#### School Leavers Information Service

Everyone aged 15–24 years can have a free, 45-minute session with a qualified career practitioner. They are real people with real-world experience who can help you plan your future career.

- Text SLIS2022 to 0429 009 435
- Email schoolleavers.nci@dewr.gov.au
- Call 1800 CAREER or 1800 227 337

Contact us today to make an appointment with an experienced career practitioner.

## ्री headspace

Learn about ways to look after your mental health, or if you need support, get in touch with someone who can help. Headspace offers a dedicated service for young people aged 12–25 years.

Website: headspace.org.au

Phone (eHeadspace): 1800 650 890



Beyond Blue is an independent, not-for-profit organisation working to reduce the impact of anxiety, depression and suicide in Australia.

• Website: beyondblue.org.au

Phone: 1300 22 4636



Access a range of mental health and wellbeing information and support to help you achieve your best possible mental health.

Website: <u>lifeline.org.au</u>

• Phone: 13 11 14



A free, private and confidential 24/7 phone and online counselling service for young people aged 5–25 years.

Website: <u>kidshelpline.com.au</u>

Phone: 1800 55 1800

#### Talk to someone at your school

If you're still at school, your career advisor, guidance counsellor, school psychologist or wellness team can provide wellbeing support, help you identify the right options for your circumstances, as well as provide information on what support is available in your state or territory.

#### You can talk to someone at university or TAFE

If you're studying at university or TAFE, you can book an appointment with your career advisor, campus counsellor or a student advisor to help you discover which support and career pathways are suitable for you. They can also provide information on what other support options are available in your state or territory.

### Information in your area

# Each state and territory has a range of information and support services available for school leavers.

This guide is a great beginning – you can find other services online too.

#### **New South Wales (NSW)**

#### **Digital Careers Toolbox**

Access inspiration and information to help uncover your career learning path on the <u>NSW Department of Education website</u> (www.education.nsw.gov.au/public-schools/career-and-study-pathways/educational-pathways-pilot-program/digital-careers-toolbox).

#### **Health support**

Check out the youth health resources and contacts for young people on the <u>NSW Department of Health website</u> (www.health.nsw.gov.au/kidsfamilies/youth/pages/yh-resources-for-young-people.aspx).

#### **Training NSW**

Find out about apprenticeships and traineeships in NSW on the <u>Training Services NSW website</u> (https://www.nsw.gov.au/education-and-training/apprentices-and-trainees).

#### **NSW** police recruitment

Are you considering a career in the NSW police force? Learn more on the NSW Police Force website (www.police.nsw.gov.au/recruitment/application\_process).

#### Volunteering opportunities in NSW

Learn how you can make a difference with volunteering and search for opportunities on the NSW Volunteering website (www.makeadifference.volunteering.nsw.gov.au).

#### TAFE NSW fee-free short courses

The NSW Government, in conjunction with TAFE NSW, is offering a number of subsidised or free training courses. Learn more about these training courses on the <u>TAFE NSW website</u> (www.tafensw.edu.au/jobtrainer).

#### Victoria

#### Victorian Skills Gateway

Find free information and advice about subsidised training options available in Victoria on the Victorian Skills Gateway website (https://www.skills.vic.gov.au/s/).

#### **Skills and Jobs Centre**

Get support with career and training plans and find the right qualification for you on the <u>Victorian Department of Education and Training website</u> (www.education.vic.gov.au/about/programs/pathways/skillsandjobscentres).

#### **Free TAFE**

Find out if Free TAFE can give you the skills you need to land jobs in demand. Learn more on the Victoria State Government website (www.vic.gov.au/free-tafe).

#### Victorian Tertiary Admissions Centre (VTAC) Careers Hub

Victorian students can access support and speak to a career practitioner in their state.

Email careershub@vtac.edu.au

Website www.careershub.vtac.edu.au

Call (03) 9926 1026

#### Jobs Victoria

If you register on the <u>Jobs Victoria website</u> (www.jobs.vic.gov.au), you can access job opportunities including the Youth Employment Program and find out if you're eligible for the Apprenticeship Employment Network.

#### Queensland

#### **Department of Education**

Find key education information, including resources to assist parents and students during COVID-19, on the Queensland Department of Education website (www.education.qld.gov.au).

#### **Queensland Curriculum and Assessment Authority (QCAA)**

Find information for parents and students about senior secondary schooling in the new QCE system on the QCAA website (www.qcaa.qld.edu.au).

#### Department of Employment, Small Business and Training

Find information on training including apprenticeships and traineeships and skills to prepare for work now and in the future on the Queensland <u>Department of Employment, Small Business</u> and Training website (www.desbt.qld.gov.au).

#### Volunteering in Queensland

Learn how you can make a difference and search for volunteering opportunities on the <u>Queensland Government website</u> (www.qld.gov.au/community/community-organisations-volunteering/volunteering).

#### Free TAFE for Year 12 graduates

Find out if Free TAFE can give you the skills you need to land jobs in demand on the <u>TAFE Queensland website</u> (www.tafeqld.edu.au/information-for/school-students/free-tafe-for-under-25s.html).

#### **Queensland Tertiary Admissions Centre**

Find information to help with tertiary admission on the QTAC website (www.gtac.edu.au/applications).

#### Western Australia (WA)

#### **Jobs and Skills Centres**

Check out a range of services and support for careers, training and employment advice and assistance on the Jobs and Skills WA website (www.jobsandskills.wa.gov.au/jobs-and-skills-centre).

#### Skills ready

You can get skills ready and find out about training options to boost your skills for the future on the Jobs and Skills WA website (www.jobsandskills.wa.gov.au/skillsready).

#### Volunteering in WA

See if you can get involved in volunteering on the <u>City of Perth website</u> (www.volunteeringwa.org.au).

#### VET qualifications for school students

If you're currently a secondary school student, you have the opportunity to study a nationally recognised VET qualification while still at school. Learn more about VET qualifications on the Jobs and Skills WA website (www.jobsandskills.wa.gov.au/training/apprenticeships-and-traineeships).

#### Pre-traineeship pathways in aged care and disability support

Now's the time to consider a career in caring. Learn more about this pathway on the <u>Jobs and Skills WA website</u> (www.jobsandskills.wa.gov.au/pathways#i-ageing-and-disability-job-ready-program-free).

#### Training options and pathways

If you're looking for fantastic employment and career opportunities, WA's resources sector is where you need to be! The sector – which comprises mining, oil and gas – supports a diverse range of activity including the production of iron ore, natural gas, gold, alumina, nickel and lithium to name just a few. Learn more about this exciting sector on the <u>Jobs and Skills WA website</u> (www.jobsandskills.wa.gov.au/resources#i-training-options-and-pathways).

#### **Tertiary Institutions Service Centre**

We know that applying for university can feel a bit daunting. Check out a 5-step guide to university entry that can help you on the <u>Tertiary Institutions Services Centre website</u> (tisc.edu.au/static/guide/university-admissions-five-steps.tisc).

#### South Australia (SA)

#### **Skilled Careers**

Explore opportunities and find out how VET can help you start your career on the <u>Skilled Careers website</u> (www.skills.sa.gov.au).

#### **Apprenticeships and Traineeships**

Follow your passion, learn real skills in the workplace, earn a nationally recognised qualification and be paid a wage, while becoming an apprentice or a trainee. Discover more about this pathway on the <u>Skilled Careers website</u> (www.skills.sa.gov.au/apprenticeships).

#### Future Industries eXchange for Entrepreneurship (FIXE)

The Future Industries Exchange for Entrepreneurship (FIXE) Strategy is growing the culture of entrepreneurship in SA. Learn more on the <u>FIXE website</u> (www.fixe.org.au) or the <u>SA Business Hub website</u> (business.sa.gov.au/about-us).

#### Volunteering opportunities in SA

Volunteering is a great way to learn new skills, gain real world experience, and sometimes even qualifications. Learn about how volunteering can enhance your pathway to employment on the <u>South Australian Government website</u> (www.sa.gov.au/topics/family-and-community/volunteering/finding-opportunities).

#### Seasonal and regional jobs in SA

Spotlighting the types of seasonal roles in agriculture, tourism and hospitality, the programs and incentives available, and where those looking for work can apply. Discover how you can be connected to essential agricultural jobs and regional jobs available in SA on the Real Work Real Experience website (www.regionalwork.sa.gov.au/about-us/real-work-real-experience#:~:text=Real%20Work%2C%20Real%20Experience%20is,regional%20jobs%20in%20South%20Australia).

#### **Tasmania**

#### **Pathway options**

Find out more about training pathway options on the <u>Anything Can Happen website</u> (www.anything.tas.gov.au).

#### **TasTAFE**

Get the skills you need for the job you want. For more information call **1300 655 307** or visit the TasTAFE website (www.tastafe.tas.edu.au).

#### **Apprenticeships or Traineeships**

Find out about the next steps if you want to be an apprentice or trainee on the <u>Skills Tasmania website</u> (www.skills.tas.gov.au/home).

#### **University of Tasmania**

For information about study options available, you can call **(03) 6226 2999** or go to the University of Tasmania website (www.utas.edu.au).

#### **University College**

You might be interested in exploring the range of courses the University College has to offer. For more information you can call **1800 788 244** or visit the <u>University College website</u> (www.utas.edu.au/college).

#### Job-seeking

Get information on learning and job-seeking on the <u>Skills Tasmania website</u> (www.skills.tas.gov.au/learners).

#### **Contact**

Tasmanian students can speak to someone about their training options.

Email years9to12learning@education.tas.gov.au

Call (03) 6165 5761

#### **Australian Capital Territory (ACT)**

#### **ACT Pathways**

ACT Pathways can help you plan your transition to your next destination, whether that be into further training, study, work, or a combination. Register today on the <u>ACT Pathways website</u> (pathways.act.edu.au).

#### **ACT Community Services**

Find out more about services and programs you could access, including opportunities for Aboriginal and/or Torres Strait Islander communities, multicultural communities and people with disability. You can also search for youth programs and volunteering opportunities. Get more information about these services on the <a href="Community Services website">Community Services website</a> (www.communityservices.act.gov.au).

#### Canberra Institute of Technology (CIT)

CIT offers a full range of tertiary opportunities that can identify a training pathway to help you reach your goals, whether you are new to study or already hold qualifications. Discover more on the CIT website (cit.edu.au).

#### Skills Canberra

Supported by the ACT Government there are a number of training pathways available to increase skills and enhance your employment prospects. For more information on these pathways, head to the Skills Canberra website (www.act.gov.au/skills).

#### Northern Territory (NT)

#### **Education and learning NT**

Get information about training, education and employment programs on the Northern Territory Government website (www.nt.gov.au/learning).

#### **Vocational Education and Training**

Find out about VET opportunities on the <u>Northern Territory Government website</u> (nt.gov.au/learning/adult-education-and-training/free-training-courses).

#### **Higher education**

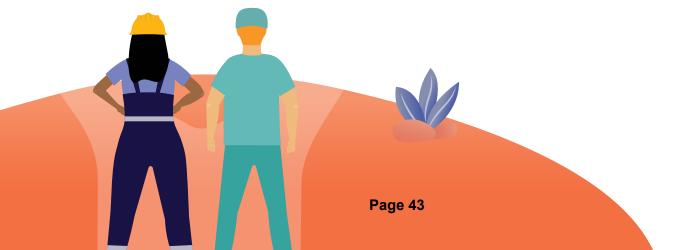
Find out more about studying in higher education on the <u>Northern Territory Government website</u> (www.nt.gov.au/learning/adult-education-and-training/choose-a-university-course-to-study).

#### Financial help for School Leavers

Find out about financial support for school leavers on the <u>Northern Territory Government website</u> (www.nt.gov.au/learning/student-financial-help-and-scholarships/financial-help-for-school-leavers).

#### Employment, money and tax

Find out more out more information on rights and entitlements for workers on the Northern Territory Government website (www.nt.gov.au/employ).



#### Acknowledgment of Country

The Department of Employment and Workplace Relations acknowledges First Nations peoples as Traditional Owners and Custodians of Country and the continuing connection to land, waters and community. We pay our respects to First Nations peoples, their Cultures, and Elders past, present and emerging.

The Department of Employment and Workplace Relations acknowledges diversity and respectfully uses the term 'Aboriginal and/or Torres Strait Islander peoples' throughout this document.



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The document must be attributed as the School Leavers Information Kit – Your Career: What's next for you?.

The Department of Employment and Workplace Relations (department) takes reasonable care to ensure that the information and advice provided through the School Leavers Information Service is accurate and up-to-date. However, it is your responsibility to give us correct and complete information about your circumstances and to decide if you wish to take any action or decision on the basis of any information or advice provided by our information officers and careers practitioners. Before doing so you should exercise your own independent skill and judgement and make your own further enquiries relevant to your particular circumstances. The department is not liable for any loss resulting from any action taken or reliance made by you on any information or advice provided to you by our information officers and careers practitioners. Third edition, August 2022.

