



An Australian Government Initiative



Parents Talking Career Choices

Career – The sum total of paid and unpaid work, learning and life roles you undertake throughout your life.

Occupation – A group of similar jobs found in different industries or organisations.

Work – A set of activities with an intended set of outcomes. Can include parenting or volunteering as well as paid employment.

Job – A position in which you perform tasks for payment.

You Can Help

Introduction

This leaflet is for parents, guardians, or those who have a responsibility or an interest in looking after teenagers. It will provide you with information about career pathways, and give you suggestions on how you can help your teenager to make career decisions.

You can help

As a parent, guardian or teacher you have a key role to play in helping young people make career decisions. Career development is a life long process, beginning in childhood. Many adults state that they decided on their current occupations when they were children. Research shows that parental involvement is one of the biggest factors influencing the development of a child's sense of the world of work. While the information provided by career professionals is very important, the conversations you have with your teenager about their career decisions are also very valuable.

It is important to talk with your teenager about all the options available for further study and employment after school. There are a lot of options out there for them to think about, and it can take teenagers some time to get a sense of what they are interested in. Remember that almost everyone will change career direction multiple times in their lifetime, and your teenager may eventually take up a job that does not exist yet. What you are looking to do is find a starting point with your teenager.

You can help your teenager by being positive about their ideas and opportunities for finding a satisfying career path. Consider together your teenager's suitability for different jobs and help them identify their **ABILITIES, INTERESTS, and EXPERIENCES**. Talk about their **HOPES and VISIONS** for the future and any ideas they have about **WORK or STUDY**.

Get the ball rolling

- Think about your own work and life experiences and the paths you took to get where you are. You might be surprised to discover that your teenager is interested in finding out about how you made decisions about your career. Have you always worked in one occupation? Have you tried lots of different kinds of jobs? How did you know you made the right career decision?
- Talk to your teenager about the kinds of occupations they are interested in, and then talk to your friends about their line of work. You may know someone who has the occupation that your teenager is interested in. How did your friends get into those occupations? What are the good things/not so good things about those occupations?
- Think about the work experience your teenager has had, and how they felt about it. Learning what you don't want to do can be as important as learning what you do want to do. So even if they didn't enjoy the work experience, it is good to talk about why.
- Look at what activities your teenager is involved in outside of school, such as casual jobs, providing child care, sport, volunteer work or a creative hobby. Perhaps they have a special skill or talent that could lead to an occupation?
- Talk to your teenager's Career Adviser at school, and encourage your teenager to talk to them too.
- Keep an eye out for any Career Expos at your teenager's school, or in your local area. Career Expos are a great opportunity to find out about the education and training providers in your area, and potential employers.

One Parent's Story

When I was young, I was expected to follow in my father's footsteps. There was very little choice for me. So I left school at 15 and became a mechanic like him. Then I was offered an opportunity to be part of a training program to help other mechanics. I learned a lot about how people learn, and how to motivate them to be the best they can be.

After 20 years of being a mechanic and training others, I bought a business. I became a baker, and again, was responsible for training staff. Now, I really enjoy talking to young people in my local area and I am involved in projects at the local school. Because I own a business, I know how important

it is that students prepare themselves for life in the real world – they need to be work ready.

When I talk to my own kids, I tell them they can do anything they want in their career. I tell them to take advantage of all the different opportunities that are offered at schools these days – things like the Adopt-a-School Program, school-based apprenticeships and traineeships, vocational training and different pathways. You never know what the future holds for you, and I firmly believe that the only time you need to worry is when you stop learning.

Learning Pathways

Pathways through school and beyond

There are many different pathways that can lead to rewarding careers. Remember that people can move between pathways and are not locked into one occupation or education level. It is possible to move from work to study, TAFE to University, or from an Australian Apprenticeship into a long-term professional career.

During school most young people choose between one or more of the following post Year 10 or post Year 12 pathways:

- Studying through a TAFE, Australian Technical College (Years 11 & 12), private Registered Training Organisation, community training provider, or University
- Undertaking an Australian Apprenticeship
- Taking a gap year where they might participate in community or volunteer work and/or travel
- Starting a business
- Finding employment

Research shows that people are much more likely to get a job if they have Year 12 or an equivalent vocational qualification. However, some young people feel that staying on at school is not for them. If this applies to your teenager, they might

want to consider combining their school studies with some practical, paid training.

Vocational Education and Training (VET) programs in schools allow students to combine vocational studies with their other subjects as they continue to work towards completing Year 12. In this way, students can keep their options open to pursue further full-time or part-time vocational training or to move into tertiary studies.

Another option is to do an Australian School-based Apprenticeship. This program gives young people the option of starting an Australian Apprenticeship while they are still at school. They are available in all states and territories at the Certificate III level. They can earn a wage as they work and study and this can give them a head start in their chosen career.

Young people can also start their career before leaving school by attending an Australian Technical College. Australian Technical Colleges educate and train tradespeople and small business owners of the future through a combination of Year 12 qualifications and trade training at Certificate III level. For more information go to www.australiantechnicalcolleges.gov.au

Learning Pathways Cont'd

Further education and training

Around 30% of students go straight from school to University. To do that successfully, they need to know all about the University, the range of its courses and which campuses they are offered at, and its course requirements. For more information go to www.goingtouni.gov.au

Vocational education and training is great for people who like study that is practical, hands on and directly job-related. Courses are offered through TAFEs, Australian Technical Colleges (Years 11 & 12), private Registered Training Organisations and community training providers. Students can get nationally recognised qualifications in areas as varied as aviation, aged care, cardio technology, children's services, car mechanic, earth science, plumbing and nursing. For more information go to www.training.com.au

There are costs associated with further education and training, such as course fees, text books and equipment, which should be considered when thinking about this pathway. If your teenager is considering moving away from home to study, they will also need to think about how they will pay for their living costs. A range of financial support is available to young people who are studying, doing an Australian Apprenticeship, starting a business, or looking for work. For more information go to www.centrelink.gov.au

Australian Apprenticeships

An Australian Apprenticeship offers practical work experience and formal training at the same time. Australian Apprenticeships are now offered in more than 500 occupations. They can provide new skills, a great start in an interesting career and a pay packet for the time spent on the job. For more information go to www.australia.gov.au/australianapprenticeships

Taking a gap year

While many school leavers want to go straight on to further education and training, many take a break in their first year out of school, to travel, pursue a hobby, earn money, volunteer, or gain skills and life experience before moving on to formal study. This is known as a gap year. Taking a break from studying to do something different can really help a young person if they are not sure about what career they want to pursue.

There are many ways a year out can increase skills and experience, enhance understanding of a chosen field of study, and add to future employability. For more information go to www.year12whatnext.gov.au

Many young people choose to do volunteer work during their gap year as it is an excellent way of experiencing new challenges and learning about the world of work. Volunteers can provide an unpaid but valuable service to the Australian community, and can also work overseas. A variety of organisations rely on volunteers and it can be a great way to build new skills and add to work experience. For more information go to www.volunteeringaustralia.org

Starting a business

Starting a business is another option to consider. Formal qualifications or business experience aren't always necessary (though they can be helpful) to start and run a business. There are a number of programs aimed at helping people build their enterprise skills and develop innovative ideas, as well as providing sources of training and education that assist in following innovative career pathways. For more information go to www.business.gov.au

About Employment

Employment

A full-time, part-time or casual job brings with it an income, freedom and the chance to learn and do new things. Gaining a first job isn't always easy. People often apply for quite a few jobs before being successful. For more information about applying for jobs go to www.jobjuice.gov.au

The skills teenagers need

Employers are interested in what they describe as employability skills when they decide who to employ and who to promote within their organisations. Employability skills are the skills we need to function in a wide variety of daily life and work tasks. They are not the technical skills required by an occupation – they are the skills that allow people to do their jobs well in all circumstances. Employability skills and personal attributes are important no matter where people work or what work they do.

Employability skills

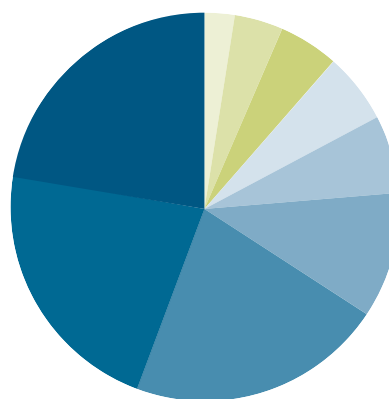
- Communication
- Teamwork
- Problem solving
- Initiative and enterprise
- Planning and organisation
- Self-management
- Commitment to learning
- Awareness of technology

Employment growth

Over the past few decades the Australian labour market has changed considerably. Ageing of the population, increased participation of women in the workforce, changes in industry structure, technological advances and a need for greater flexibility have all contributed to change. For more information go to www.jobsearch.gov.au/joboutlook

Job growth

The chart below shows where the most employment growth is expected from now to 2011.



Retail Trade	21.8%
Health and Community Services	22.4%
Property and Business Services	21.5%
Construction	10.7%
Accommodation Cafés and Restaurants	6.4%
Personal and Other Services	6.1%
Education	4.7%
Cultural and Recreational Services	4.2%
Other Industries	2.3%

Find out more about skills shortages and job prospects

www.jobsearch.gov.au/joboutlook Information on job prospects, employment rates and average income of various occupations.

www.workplace.gov.au Information on employment, government assistance, training and working conditions.

Finding Out More Together

Career Advice Australia

Career Advice Australia is an Australian Government initiative that helps young people aged 13 to 19 prepare for their future by giving them access to quality career information and advice and by improving the quality of transition support in schools. Turn to the back page of this booklet for more information, and check out the website at www.australia.gov.au/careeradviceaustralia

Bullseye Charts

The Australian Government produces a series of 30 career information charts called the Bullseye Charts. Each chart looks at a school subject, and the many occupations that subject can lead to. You could start by looking at the Bullseye Charts with your teenager so they can identify what occupations are linked to the school subjects they like. You can view or download the Bullseye Charts at www.dest.gov.au/bullseye

Your teenager may find it helpful to look up the occupations they identified as options from the Bullseye Charts in the Job Guide. The Job Guide offers an in-depth look at more than 500 entry-level occupations and the education and training pathways leading to them. Job Guide is provided in hard copy to every Year 10 student, and is available on line at www.jobguide.deewr.gov.au



myfuture.edu.au

myfuture.edu.au is Australia's online career information and exploration service. The myfuture website provides information and tools to help people investigate career pathways. It provides more information about wages and areas of skill shortage which may assist your teenager in deciding what occupations to focus on. myfuture also has a parent's information section, which can assist you in supporting your teenager. Check out the website at www.myfuture.edu.au

Year 12 - What Next?

Year 12 - What Next? is a booklet and website designed to inform Year 12 students about the pathway options available to them. Explore the website at www.year12whatnext.gov.au

Remember...

- There is a wide range of FREE career information available in electronic and hard copy formats at www.dest.gov.au/careerdevelopment
- You could drop in and visit a Career Information Centre (CIC) with your teenager. CICs have a range of career information products as well as professional support in using them. To find out about the nearest CIC to you go to www.centrelink.gov.au
- Check out the Australian Career Development Studies training available at www.career.edu.au These are free, self-paced resources for anyone interested in their own career development or helping others, such as children, with making career choices.

Keywords In Careers

Accredited Training	Training that is nationally recognised, and is provided by Registered Training Organisations (RTOs), including TAFE.
Assumed Knowledge	The minimum level of achievement considered necessary for successful first year tertiary study.
Cadetship	An employment arrangement in which an employer agrees to subsidise the formal training of an employee to enable a qualification to be obtained.
Competency-based training	Training based on the ability to perform tasks rather than the length of time spent in training.
Higher Education Loan Programme	Also known as HELP. This program allows eligible students to take out loans from the Australian Government for their course fees for university study, and repay them when they earn above a set income threshold.
Structured Work Placement	Also known as SWL. Students learn practical skills through structured experience and practice in the workplace. The outcome of this on-the-job training contributes to the senior secondary school certificate and an industry-recognised qualification
Tertiary Education	Post-secondary courses offered by universities, private providers and TAFE institutes.
Training Packages	Packages developed by industry and endorsed by government to ensure that vocational education and training meets industry standards.

Additional Websites

www.abc.net.au/acedayjobs Online videos about people who enjoy their work.

www.australia.gov.au/careeradviceaustralia Find out about the services available in your area and other useful career advice links.

www.australia.gov.au/skillsforthefuture Provides links to a range of Australian Government information on skills shortages, training, and support.

www.career.edu.au An Australian Government initiative designed for parents and career practitioners to access career development learning opportunities.

www.education.gov.au The Government Education Portal points the way to education and training information from Australian Government and State and Territory Government sources.

www.enya.org.au Promotes the active participation of young people in business.

www.futurefinder.com.au A free personalised career information service for browsing careers and courses suited to individual interests.

www.goingtouni.gov.au Provides information for prospective and continuing Australian higher education students on the schemes available to help pay university fees and contributions, available scholarships and more.

www.grouptraining.com.au Information about Group Training Organisations that take on Australian Apprentices, loaning them to 'host' employers.

www.jobjuice.gov.au Provides a starting point for young Australians looking for a job or thinking about their future.

www.ntis.gov.au The National Training and Information Service provides information about courses, qualifications, competencies, training packages and Registered Training Organisations.

www.skillsinfo.gov.au Provides industry skills information, including employment data and links to information on employment, careers, skill needs, and training.

www.thegoodguides.com.au A comprehensive database of courses, careers, and education institutions, as well as ratings and rankings which help students choose between them.

www.year12whatnext.gov.au A guide for Year 12 students planning their post school education and training.

The Job Guide can provide you with specific website information on the occupations you are interested in. Check out the Job Guide book, or go to www.jobguide.deewr.gov.au



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CONNECT TO YOUR FUTURE
Career Advice Australia

HELP YOUR CHILD CONNECT TO THEIR FUTURE

Are you struggling to find the right information to pass on?

Want to help but not sure how?

Is your child thinking about career and study options?

Career Advice Australia helps young Australians get access to the skills, training and support they need to make informed decisions about their future. Our providers work closely with schools, career advisers, community groups, businesses and industry to help young people, aged 13 to 19 years, connect to their future.

Career Advice Australia can also help you assist your child in their career development.

Want to find out more?

Get in touch with your local Career Advice Australia provider. See the parents' section of our website for contact details, case studies and more information.

Visit www.australia.gov.au/careeradviceaustralia or call our information line on **13 38 73**.

