

Careers News – Tuesday, 7 March 2023

UNSW | Year 12 Medicine Information Evening

March 14, 2023

UNSW's Medicine Information Evening, for current Year 12 students, will provide insight into the dynamic blend of hands-on clinical experiences and research-focused learning that you will be immersed in as a UNSW Medicine student. You'll also find detailed information on the application and admissions process for 2024 entry, including special entry schemes such as Rural, Gateway and Indigenous Entry Schemes.

[Find out more](#)

UNSW Key Dates 2023

March 14 - Medicine Information Evening

April 18-20 - Years 10 and 11, On Campus Experience Days

May 1 - Co-op applications open

May 3 - Law Admissions Test Information Evening

May 11 and 23 - Year 10 Info Evening: Subject Selection

May 17 - UCAT Applications Close

June 13 and 15 - Year 12 Information Evenings

July - Most UNSW Scholarships Open

August - EAPL Adjustment Factor Scheme Applications Open

September 2 - UNSW Open Day

September 30 - UAC Early Bird Preferences Close

September 30 - UNSW Medicine Application Portal Closes

September 30 - UNSW Scholarship and Co-op Applications Close

November 30 - EAPL Applications Close

ADFA Careers Information Session, Sydney

March 14, 2023

Would you like the opportunity to undertake military training while earning a degree? All without debt – in fact, we'll pay you!

Head to the upcoming info session to speak with current serving military personnel and learn more about the Australian Defence Force Academy.

[Find out more](#)

InspirationED | HSC Live – March Seminars

March 11 to March 19, 2023

Attend our ACE the HSC lecture and choose from a range of subject-specific seminars.

Subjects include:

- English – Advanced & Standard
- Mathematics – Advanced & Standard
- Science – Biology, Chemistry & Physics
- HSIE – Business Studies & Legal Studies
- PDHPE

Our teachers are acknowledged by their peers as the most passionate, qualified and experienced in the HSC.

Each session contains a detailed syllabus review which includes particular focus on the more difficult sections of the syllabus.

Participants will receive a set of comprehensive notes, questions and exemplar responses.

[Find out more](#)

Basair | Pilot Career Seminar, Sydney

March 13, 2023

Learn about career paths, salaries, entry level jobs, qualifications, pilot courses and everything you need to know about becoming a Commercial Pilot in less than a year at Basair.

[Find out more](#)

Degrees of the Future

We speak a lot about [jobs of the future](#), and how it's important to set ourselves up with the right skills today so we can adapt to whatever comes. And it seems that a lot of universities also have this in mind, and are designing more flexible degrees that can equip you with multiple skills, instead of focusing on a single area.

So we've found some cool degrees that can set you up for the future. Take a look.

Bond – Bachelor of Digital Transformation

Rather than being industry-specific, this degree from Bond combines study and skills from a wide variety of areas, including business, communications, technology, and law. You also get to pick some elective subjects, really personalising the degree to your own interests. Plus, you will participate in the [Beyond Bond](#) professional development program, getting real-world experience as part of your degree.

Find out more about the degree [here](#).

UTS – Bachelor of Creative Intelligence and Innovation

Pair this unique degree with one of UTS' 25 core degrees to create an entirely new course that sets you up with important future skills. Take part in real-world projects and self-initiated proposals and come together with students from all different study areas to share ideas and collaborate.

Learn more [here](#).

Macquarie – Bachelor of Cognitive and Brain Sciences

If you're interested in learning about how the brain works, this course is for you. Delve deep into the workings of the mind through participation in hands-on experience with real researchers and learn valuable communication and critical thinking skills. You can also pick several flexible units to study from any discipline, either to deepen your knowledge or learn something new.

Read more about the course [here](#).

Interested in finding out more? You can take a look on [Course Seeker](#) to browse thousands of courses from universities and institutions across Australia.

Create for a Day at SAE

April 15 to April 29, 2023

SAE Institute is opening its doors this April for a one-day program, designed to expand your skills and get you working on inspiring creative projects in the fields of Animation, Audio, Design, Film, Games, Music Production, or Songwriting.

Don't miss out on your chance to experience life as an SAE student and discover what it means to be a creative professional, in state-of-the-art facilities with industry experts by your side.

During the workshop, attendees will learn valuable practical and collaborative skills to build a creative piece of work! They will also receive a certificate of participation to acknowledge the creative project they have undertaken.

Due to the level of workshop content, this event is open to school students aged 15 years and above (Year 10 and over).

[Find out more](#)

ACU's new Bachelor of Arts / Masters of Teaching (Secondary) course

An initial teacher education course, this new double degree is fast-tracked so students will be able to graduate with an undergraduate degree and a postgraduate teaching qualification in just four years.

<https://www.acu.edu.au/course/bachelor-of-artsmaster-of-teaching-secondary?type=Domestic&campus=Strathfield>

Timeline for Medical Entry 2023

Getting into medicine is a complex process. It's not just about your academic performance, you also need to succeed in UCAT and interviews. There are many important deadlines that you must not miss if you are to enter your dream course. This blog outlines the key dates and tasks so you can ensure you keep on track!

<https://www.medentry.edu.au/blog/timeline-for-medical-entry>

UCAT Bookings for 2023 Now Open

Bookings Close 17 May

Registrations to sit UCAT 2023 are now open! The 2023 UCAT ANZ must be sat between 3 July and 11 August 2023.

<https://www.ucat.edu.au/register/booking-your-test/>

UCAT Timeline 2023

1 March - BOOKING OPENS via [ucat.edu.au](https://www.ucat.edu.au)

10 May - Concession application deadline

17 May - Access Arrangements application deadline

17 May - BOOKING DEADLINE

31 May - Late booking deadline

5 June - FINAL late booking deadline

10 June - Cancellation deadline

3 July - Testing begins

11 August - Last testing date

Results delivered to universities by early September 2023

Mathematics Prerequisites Course Listing – University of Sydney

All you need to know about our Mathematics prerequisites

We have Mathematics prerequisites for some courses to help you thrive in your degree and prepare you for future career challenges.

Check here for Degrees that require Mathematics prerequisites:

- Arts and social sciences
- Business
- Education
- Engineering and computer science
- Law
- Medicine and health
- Science

<https://sydney.edu.au/study/how-to-apply/undergraduate/mathematics-prerequisite.html>

HSC and Tertiary Preparation at TAFE

The nationally accredited Certificate IV in Tertiary Preparation will prepare you for Diploma level and university study or entry into the Australian Defence Force. Recognised by educators and employers as an alternative pathway to Year 12, you will develop the technical, social and academic skills needed to perform at the next level of study.

Completing this course will provide you with:

- A nationally recognised qualification at a Certificate IV level
- A Tertiary Entrance Score (TES)
- A Year 12 equivalent qualification

You can continue your education journey with:

- Admission to university
- Entry to the Australian Defence Force
- Diploma or above qualifications

<https://www.tafensw.edu.au/course-areas/study-and-career-pathways/courses/certificate-iv-in-tertiary-preparation--10767NAT-01>

Five Steps to Study in the USA

Whether you plan to pursue a short-term or full degree program in the United States, EducationUSA has the resources you need in 'Your Five Steps to U.S. Study'.

<https://educationusa.state.gov/your-5-steps-us-study>

USA – College placements and scholarships – Green Room Futures

At Green Room Futures our focus is on finding college opportunities and scholarships for general students, artists and student-athletes interested in studying in the USA. However, that is actually just a small piece of what this whole experience is all about. To us, this process is about establishing and growing genuine relationships with students and their families to inspire, mentor, educate, advise, assist, and motivate students on their unique journeys toward self-actualization in life.

We pride ourselves in finding suitable and affordable US university options based on the individual we are working with. Every person is unique, and every University in the US is unique, therefore the opportunities our students receive are specific to them and everything they bring to the table. As long as you want to get a university education in the USA, we can help turn those dreams into a reality.

<https://lp.greenroomfutures.com.au/specialonlinediscussion>

Explore Teaching

Thinking about a career in education? Find out what it's like to be a teacher in NSW schools and what type of teacher you could become.

<https://www.teach.nsw.edu.au/exploreteaching>

NSW Ambulance Service

Thinking about a career in the Ambulance Service? Find the information that you need for careers in New South Wales here:

<https://www.ambulance.nsw.gov.au/careers>

<https://www.ambulance.nsw.gov.au/careers/paramedic>

<https://www.ambulance.nsw.gov.au/careers/control-centre-officer>

<https://www.ambulance.nsw.gov.au/careers/flight-nurse>

<https://www.ambulance.nsw.gov.au/careers/prehospital-and-retrieval-registrar>

What is ADFA ?

Receive service training while studying for your degree, earn a salary while learning, and graduate with a rewarding job and no HELP debt. Forged from a unique partnership between the ADF and the University of New South Wales, the Australian Defence Force Academy offers world-class education plus cutting edge military and leadership training. On our Canberra campus, in addition to being expertly trained in the art of leadership and management, you'll undertake a degree in Arts, Business, Engineering, Information Technology, Science or Technology.

<https://www.defencejobs.gov.au/students-and-education/australian-defence-force-academy/what-is-adfa>

ADFA Virtual Tour

Want to learn more about the Australian Defence Force Academy? Discover ADFA through our virtual tour. <https://www.youtube.com/watch?v=IWI74RY9IIA>

Applying to the Australian Defence Force Academy

Applying for ADFA is a competitive, dual application process that can take up to 12 months. It's preferable you apply in Year 11, but you can still apply in Year 12.

To start the ADF application process, use our [degree and job match tool](#) to explore the courses through ADFA, and the careers they can lead to. You can choose from a range of [UNSW degrees](#), each of which leads directly to an officer role in the Navy, Army or Air Force. You will also need to [ensure you are eligible](#).

<https://www.defencejobs.gov.au/students-and-education/australian-defence-force-academy/how-to-apply/>

Police Recruitment Process

Learn about the process and the requirements here:

<https://www.police.nsw.gov.au/recruitment>

[Information & Practice PCT Sessions - NSW Police Recruitment](#)

NSW Police Force – Recruiting Eligibility Quiz and Certificates You Need

Take the quiz to see if you may be eligible to commence an application to the NSW Police Force.

Aquatic Rescue Sequence certification:

Applicants are required to provide certification of successful completion of the Aquatic Rescue Sequence.

First Aid certification:

Applicants are required to supply certification of completion of an approved 'Apply First Aid' course with at least 12 months currency remaining on certification.

Typing certificate:

Applicants are required to supply a recognised certificate of typing proficiency equivalent or greater than 25 words per minute at 98 per cent accuracy.

https://www.police.nsw.gov.au/recruitment/eligibility_quiz

Australian Border Force Officer Recruit Training Program

Working for the Australian Border Force (ABF) can give you the opportunity to work across the country or the world. You will be on the frontline protecting Australia's border, whether it be:

- processing passengers at an air or seaport
- clearing cargo at an air or sea port
- clearing mail at a clearance centre
- patrolling the Australian coastline in an ABF vessel
- working at a district office
- investigating illegal border activity

- working at a detention centre
- locating and detaining unlawful non-citizens.

The Border Force Officer Recruit Training (BFORT) program is an entry level program. It prepares you for a career in the ABF.

To apply for a Border Force Officer Recruit position you must:

- be an Australian citizen – you must show evidence of this during the recruitment process
- be 18 years of age or older
- have a minimum Year 10 Certificate with a Cert IV/Diploma level qualification or Trade Certificate and/or relevant work experience
- be able to obtain an [Australian Government security clearance](#) and an [Employee Suitability Clearance](#).

Border Force positions are typically advertised twice a year, generally in May and November. However this can change due to operational priorities.

You can read all about the role and the entry requirements, as well as keeping an eye out for applications, here: <https://www.abf.gov.au/about-us/careers/a-career-with-us/entry-level>

Qantas Group Pilot Academy

Applications close 26 March

Estimates suggest that 790,000 more pilots will be required globally over the next 20 years with around one third of them in the Asia Pacific region.

To help meet the increasing need for skilled aviators in one of the fastest growing global industries we've launched the Qantas Group Pilot Academy. The Academy is part of our plans to build a long-term talent pipeline not just for Qantas, QantasLink and Jetstar, but for the industry more broadly.

As the national carrier, we have a history of attracting the best and brightest to fly for us, so we're hoping to see passionate men and women training with us at our new Academy.

Course Information here:

<https://www.qantas.com/au/en/about-us/our-company/pilot-academy.html#course-information>

Main site here: <https://www.qantas.com/au/en/about-us/our-company/pilot-academy.html>

The benefits of an Australian Apprenticeship

An Australian Apprenticeship refers to a qualification that is completed through working on-the-job, studying off-the-job and earning a wage. The term 'Australian Apprenticeship' covers both apprenticeships and traineeships.

Apprenticeships and traineeships are completed with a hands-on learning style, which makes them a great alternative for those who don't wish to complete traditional studies. There may be some classroom-based elements, but these are linked to things you will be doing in your job.

In this blog, AATIS explores in-depth the different types of apprenticeships and traineeships, the benefits of completing an Australian Apprenticeship and how you can start a rewarding career and earn while you're learning on the job.

Careers in the Construction Industry

If you're considering a career in construction, there are lots of roles you could consider and many pathways that will get you there.

We've got lots of resources, information about industry growth and opportunities to explore over on our page: <https://studyworkgrow.com.au/careers/construction/>.

Australian Cabinet and Furniture Association Apprenticeships

Flexibility and Personalised Apprenticeships ACFA is a registered training organisation that brings a unique experience to how young people are trained in an existing industry. The workplace-based

training model brings flexibility and a personalised touch with a dedicated trainer. Click to find out more about where to start.

<https://www.acfa.net.au/>

Apprenticeships - What is the My Pathways Hub Account?

Navigating your way through information regarding Australian Apprenticeships can be quite the time-consuming activity, even if you're searching in the right place. Fortunately, AAPathways has made the process of finding and storing Australian Apprenticeship information, an easy one.

The new My Pathways Hub Account facilitates a custom user journey, whereby users can choose the information and resources that they would like to save, allowing for quick and easy future access. Designed with providing the best user experience front of mind, you're bound to benefit from using the new My Pathways Hub Account.

Visit: <https://bit.ly/3Qi5Av0>

Skills shortage and what to study in university: Is this your sweet spot?

There are many factors that play into a student's decision making around undergraduate study. It's no longer foreign to ask, 'What should I study in university?'. In the midst of seemingly endless options and factors, how can one easily choose the right course or the right university for them?

<https://www.gooduniversitiesguide.com.au/education-blogs/tertiary-study/skills-shortage-and-what-to-study-in-university-is-this-your-sweet-spot>

Searching for your dream course

Looking for the perfect course to study? Going through every single university website and seeing if they offer the course you want can be tedious.

Thankfully, you don't have to do that. This is where [Course Seeker](#) comes in.

What is Course Seeker?

Course Seeker is a comprehensive database of tertiary courses on offer from universities and private providers across the country. It makes it easy to find your dream course. You can filter your search by subject area, location, duration, qualification level, institution type, and more. You can also see the entry requirements for each course, so you can work out which courses you might be eligible for in a flash.

You also get other handy info, like the course duration, whether you can study part-time, and the campuses where the course is offered. You can also add courses to your shortlist, which lets you easily compare them when you're trying to decide. In your shortlist, you can also compare indicative course fees, whether Commonwealth

Supported Places (CSPs) are available, and if there are any prerequisites, plus more.

And if you click on a course, you can see all the information you'll need, including majors, extended admissions criteria, the date the course will start next, and more.

Get searching

Find the course of your dreams here: <https://www.courseseecker.edu.au>

Looking for something similar for VET courses? Try [MySkills](#).

HSC4Me The ultimate study app for Year 12 students

Written by the most experienced teachers & markers, HSC4Me is full of resources that will boost student's knowledge & skills. The app delivers easy to follow guides & resources including video snapshots, interactive quizzes & practice questions, worked examples and solutions, study notes, sample papers, answers & exemplars. Learn more at <https://inspired.edu.au/hsc4me/>

Nine podcasts with all the study tips and advice you could ever need

Looking for study tips and love listening to podcasts? You might want to check out these gurus with all the insights:

1. [Study with Jess](#) – A YouTube based podcast dedicated to helping students study smarter, not harder
2. [CDU Study Skills](#) – The ‘I wish I’d known that’ podcast with tips from Uni students
3. [The Exam Study Expert](#) – Tips for working smarter, not harder from a psychologist
4. [The Study Sessions](#) – A podcast that offers advice and support for students looking to improve their study habits
5. [The Skills Pod](#) – All about maths and study skills from the Uni of Chester’s Academic Skills team
6. [Chloe Made Me Study](#) – Perfect for non-traditional students who are mature age, studying online, or just don’t fit into the normal ‘student’ box
7. [The College Info Geek Podcast](#) – A podcast that provides practical advice for students on a variety of topics, including studying, test-taking, and productivity
8. [The Productivity Show](#) – Tips on productivity, time management, and efficiency in all areas of your life
9. [UnstoppableTeen Podcast](#) – With study skills, employability tips, and more

The Three Must-have Enterprise Skills for School Leavers

It’s no surprise that today’s world of work is drastically different to only a few years ago. Rampant technology changes, work-from-home, flat management structures, AI, start-ups, online university, and the ‘gig economy’.

Because of this, students need to be equipped with flexibility and an open mind to trying new things, so that they can approach the world of work without the same rigidity that we did years ago.

Which three enterprise skills are most important?

There’s a huge range of skills that students need (enterprise skills comprise more than 25 distinct skill sets like leadership, negotiation, etc.), but if your students have these 3 enterprise skills, they’ll have the ability to take advantage of opportunities that present themselves in the world of work:

Interpersonal skills

No matter how technological we get, *life and business still require interpersonal skills*. It doesn’t matter if students are literally ‘staring at a screen’ all day long (like we see so many do today), they still need to interact with other people, even if it’s simply typed or spoken communication while working remotely.

Employers need to have employees that they can converse with about tasks, and young entrepreneurs/self-employed people need to be able to work with a wide range of people, from suppliers to contractors to customers. Adding to this, we also need collaboration skills – another key enterprise trait, as our ability to work together is critical to us as a society. If you can relate to people, converse well with people, and collaborate with people, you’ll easily stand out from a wide field of candidates.

Problem solving

As we shift away from needing people with degrees or experience, to valuing people with know-how or the ability to get things done, problem solving is even more important than ever before. Ask almost any employer and they’ll tell you that they’re far more likely to employ someone who can quickly learn how to do something, or solve a problem fast, over someone who has ‘experience’. This is especially

so in the technology industries – as rapid solutions to problems (which this skill focuses on) is becoming far more valuable than tenure or degrees.

Problem solving as a skill also ties in the need for creativity and critical thinking, both of which can make an individual highly valuable to an employer. Do you want to hire someone who you need to do the thinking for; or someone who can spot a problem, and come up with a solution you hadn't even considered? It's not hard to see which employee would be a better choice.

Time management

Yes, there are hundreds of 'productivity' apps, reminders, calendars, task-management tools, hacks, tricks and more. But without the ability for a young employee to manage what tasks are priority and then manage their own process of doing them on time, schedules blow out and employers miss their productivity goals (even the small ones like getting a marketing project finished this week).

The ability for a young person to self-manage might seem like a minor thing, but in a workplace where tasks or projects need to be done to meet a schedule, it will very quickly show up as being a major problem. It starts in school with getting ready on time in the mornings, and doing homework/assignments on time, but in the world of work it means deadlines that can cost a business a significant amount of money or missed opportunity if things aren't done when they should be. So while this might seem like the simplest of the 3 enterprise skills, being able to manage how and when tasks get done is the foundation of everything else.

There are so many enterprise skills that can make a young employee highly sought after (and a young entrepreneur successful), but starting with the ability to work with people, to be valuable by solving problems, and getting everything done efficiently is a great start.

To find out more, explore our [Job Spotlights database](#) – as we feature enterprise skills throughout every one of the 190+ jobs profiled on the Study Work Grow website.

The Ultimate Guide to Prepping Your Study Space

One of the biggest keys to effective study is making sure you have the perfect space. Having a good space to study can help you stay organised and increase your productivity. With that in mind, here is our guide to prepping your study space.

Pick an appropriate space

As nice as it is to snuggle up in bed with your laptop or tablet, it doesn't make for a great study environment. It's best to have a separate zone or area for study that you can keep separate from your relaxing spaces – this means when you sit down in your study space, you'll be in the right headspace to start working (instead of dozing off).

This space doesn't necessarily need to be a whole room – it can be a comfy nook in the house, a dedicated section of your bedroom, or even a space at the dining table.

Keep it functional and tidy

You probably have hundreds of books and papers, tons of stationery, and enough sticky notes to cover the whole house – but keeping your study space uncluttered and organised is important. You won't have to waste valuable study time trying to find what you need, and a nice clean space can help clear your mind too.

Make sure your desk and chair are at a comfortable height and that the space has good lighting. It's also a good idea to keep a water bottle on hand to stay hydrated (just be careful not to spill it on your laptop).

Minimise distractions

You'll need to remain focused when you study, so having as few distractions as possible is key. So make sure you pick a space where you know you won't be interrupted by family, or where you can't see the TV. And we know it's hard, but try and put your phone somewhere out of reach while you're in the study zone. Consider setting up temporary blockers to stop yourself from jumping onto YouTube or TikTok, or use a device that doesn't have any games installed you might be tempted to open. If you need to study in an open or public space, you might like to try noise cancelling headphones, or just listening to some music instead.

Make it your own

Personalising a space can go a long way to making it more comfortable. Knowing that you have a space to call your own can mean you're more likely to want to spend time there, instead of dreading the thought. So if you can, add some personal touches to the space to make it yours. Put up some posters, add a pinboard for photos and lists, or consider adding some plants (they might even [reduce your stress](#)).

Scour Pinterest or Instagram for some inspo and work your creative muscles to make a space that's unique and comfortable. Once you're done prepping your study space, check out heaps more study tips on our website [here](#).

How to Write a Personal Statement

In this guest blog, we will explore hints on what to include and how to write a Personal Statement for Early Entry & Scholarship applications.

What is a Personal Statement?

A personal statement is sometimes called an application essay or a statement of purpose. You often need to write personal statements when you are applying for a university or college course, accommodation, a training program, a scholarship, or even a job.

Personal statements are a way of communicating to the person assessing our application a little more about who we are. It's an opportunity for us to show off our strengths and share a little bit about our interests and aspirations for the future. Your personal statement should be a summary or a snapshot of who you are in the context of what you have applied for.

What does a Personal Statement include?

- Academic Achievements
- Leadership Experience/Qualities
- Communication/Teamwork Qualities
- Personal Attributes/Favourable Qualities
- Sporting Involvement/Achievements
- Community Participation/Involvement

Structuring a Personal Statement

Opening Paragraph: Explain why you are applying for the course, scholarship, position, etc.

Paragraphs: 3 to 4 paragraphs on how your qualities, attributes, qualifications, and experience make you the perfect applicant.

A Closing Paragraph: A brief paragraph describing your aspirations for the future and how they relate to this application.

Extra Pointers

- Be concise – Every word matters, so you want to say what you need to say in as few words as necessary; don't waste your own or the assessor's time by being too long winded.
- Structure – appropriately i.e. the above guidelines
- Avoid cliché – The key word here is 'personal'! Using clichéd language smacks of laziness and does nothing to help your application stand out from the masses.
- Avoid overused words and phrases – such as 'my passion', 'from a young age', etc.
- Include suitable activities – Mention activities that allow you to display helpful personality traits such as leadership, problem solving ability, commitment, creativity, etc.
- Draft and redraft – Time invested in crafting your personal statement will help ensure your application is successful.
- Ask for feedback – This can be from parents, teachers, or even friends to help you craft the perfect statement.
- Proofread everything – Be sure you don't let poor grammar and spelling mistakes create a bad impression; run through your statement multiple times to proofread effectively.
- Be enthusiastic – Your job here is to convince the person reading your statement that you are a perfect choice for the course, position, etc.
- Link outside interests and activities – This will help tailor your statement to what you're applying for.
- Avoid exaggeration – Honesty is the best policy! Don't set yourself up for a very uncomfortable interview by 'overegging' the cake – let the facts speak for themselves.
- Don't leave it to the last minute – Your personal statement is important; give it the attention it deserves by preparing it well in advance

Getting Ready for Work

Video Job Application Tips

Some organisations or jobs might request you to submit a video application, or you might decide to break the mould and create a video application of your own.

Here's some information that you may find useful:

Be prepared

Do your research and write a "script" of what you'd like to say.

Practise

Your video will have the most impact if you look confident and natural. Which is going to require practice (the good news is each time you do it, it will feel less alien and cringey).

Ask someone else to listen to you or watch your pre-recordings for tips on how you could come across more professionally and at ease.

Get creative

Don't just read your resume out line by line – you'll probably be submitting that along with your video anyway. This is your chance to really showcase your personality and talk in a bit more detail about your strengths.

Have the technical side organised

Decide how you'll record the video and make sure you know how everything works and that it's all charged and ready to go.

Know how to edit and submit your video file. Double check the size and length of the video and make sure your email will send the file OK.

Ask for help if you need it from family, friends, or your school IT teacher.

Scout the best location

Choose a quiet, clean, location with a neutral background which looks professional (no piles of laundry or dirty dishes in the background). Good lighting is important, as is a location where you can shut out any unwanted interruptions (siblings, pets, etc).

Look the part

Treat this like an interview as well as an application. First impressions do count, so make sure you look professional, well groomed and smart (even if you have trackie pants and thongs on under the desk).

Things to include

Start with a greeting and a brief introduction about yourself – include your name and the job you're applying for. Go on to provide a brief, clear summary of your qualification, skills, and experience.

Explain why you're interested in the role and why you'll be a great fit for the role.

Let them know about any relevant achievements, share a few hobbies or interests that could connect with the job or organisation.

Keep it brief and stick to any stated time limit. Be confident and enthusiastic, check your posture and body language, smile and be friendly (but avoid being overly casual or using slang).

Get more help with getting a job

Find out how to get prepared for the world of work, get tips on finding opportunities, acing interviews and more, in the [Getting a Job Guide](#).

Work Experience

Work Experience Alternatives

As important as work experience is, sometimes it can be tricky to find a placement. You may need to look at work experience alternatives in order to explore industries and careers that you're interested in. Here are

A virtual experience could entail anything from a tour or interactive webinar experience, to completing set tasks and receiving personalised feedback.

You could start by reading our [Virtual Work Experience](#) post.

Virtual Workplace Tours

Taking virtual workplace tours could give you an idea of what it really looks like to work in an industry that you're interested in.

[SkillsRoad 360](#) have put together some interviews with people employed in the following industries:

- Creative Industries
- Construction
- Hospitality
- Manufacturing
- Healthcare

Take a virtual tour of the [Australian Defence Academy](#) (ADFA) or Royal Australian Naval College's [Navy's New Entry Officers Course \(NEOC\)](#).

[WorkForce Windsor-Essex](#) are a Canadian company who've created a few videos about companies representing the following industries:

- Industrial
- Carpentry
- Electrical designers, engineers and technicians
- Hospitality
- Auto Manufacturing
- Vegetable Growers

Check out this [Toyota Automotive Workshop Virtual Tour](#) in Queenstown, NZ. Or take a peek inside [Parliament House](#) in another Virtual Tour.

Listen to Podcasts

There are plenty of valuable audio experiences to be had too. You could download them and listen to them whenever you have a little bit of time to spare.

Here are a few we've found in a quick search:

- [Major General Susan Coyle CSC, DSM currently working in the Middle East as Commander of Joint Task Force 633 talks about her military career as well as her current mission.](#) There are also plenty of other interviews with Veterans in the [Life on the Line](#)
- [How I built this](#) series investigates the stories behind some of the most well-known companies.
- Listening to [Career Cloud](#) could help you get tips about the qualities that employers are looking for, hidden job markets, personal brands and even a "how I got my job" segment.
- If you're interested in a career in tech or entrepreneurship, you could pick up some tips in the [Rocket Ship FM](#).
- Listen to interviews with people doing interesting and inspiring work in the ["How did you get into that?" series](#).
- [Aviation Careers](#), a podcast for anyone interested in the variety of careers in the aviation industry.
- Find out about the people who worked to get their dream job and how they got there in [Dream Job Ready](#).
- [Thirty Minute Mentors](#) lets you hear from some of the most successful people in America.
- Learn about what being an engineer is like in [Engineering Heroes](#).

Read about different careers

There are plenty of articles and interviews with people in all kinds of fields, all you need to find them are a few googling skills.

Here's a few examples to get you started:

- [Furniture Maker](#)
- [Head Chef](#)
- [Teacher](#)
- [Marketer](#)
- [Paramedic](#)
- [Zookeeper](#)
- [Fisheries Officer](#)

You could also take a look at our [Job Spotlights](#) too.

A Day in the Life Videos

Watch snapshots of a typical day in different careers, or interviews with people in the job about what they do and how they started their careers.

- [Veterinarian](#)
- [Structural Engineer](#)
- [Livestock Farming](#)

- [Architect](#)
- [Psychologist](#)
- [Web Developer](#)
- [Musician](#)
- [Mining](#)
- [Helicopter Pilot](#)
- [Train Driver](#)
- [Navy Helicopter Pilot](#)
- [Maritime Warfare Officer](#)
- [Army Combat Engineer](#)
- [Submariner](#)
- [Air Force Nurse](#)

It's never too late to get work experience

If you're in high school and you're stressing out that you haven't yet had any work experience, there is plenty of time left.

In the meantime you can have a look at all the options we've listed, maybe narrow down your career choices and start looking again in the future.

You could also look at doing workshops, short courses and micro-credential courses that could teach you new skills, illustrate your willingness to learn and add volume to your resume.

Seven ways volunteering could benefit you

Volunteering your precious free time to help worthy causes is a really noble undertaking. You won't earn big bucks, but there are plenty of other ways that becoming a volunteer could be of value.

Learn new skills

No matter where you decide to volunteer, there will always be an element of training. While the skills may seem basic or trivial, they could be essential building blocks for future careers.

For example, if you're collecting, organising, accounting for, and distributing donations from school fundraisers, you might be learning more than you think about finances, budgeting and inventory.

Skills useful in almost all jobs including management, accounting, or running your own business.

Then there's the other skills that you might not even realise you're working on, like communication, team work, independence, problem solving, and customer service – the list goes on.

Give your resume a boost

If you have lots of part time or summer work experience on your resume that's fantastic.

Got computer skills? Excellent.

But adding a few more lines will never hurt. Showing commitment to community efforts, or any kind of voluntary work, will speak volumes about your personality. If you're happy to keep showing up without getting paid, you must be dedicated and motivated; all qualities that universities and future employers will look favourably on.

Make you stand out in admissions

Whether you're applying to uni, TAFE, or looking for work, chances are you'll be up against a lot of other applicants. Some might have a higher ATAR than you, some may have relevant work experience.

How will you stand out? Well, what you choose to do outside of the classroom could make all the difference. Volunteering is a great way to show you care about others and that you can manage your time well enough to balance a volunteer job with your other commitments.

Form connections and networking contacts

Volunteering could introduce you to people you wouldn't have met otherwise.

Those people could become friends, mentors, or your inspiration. The more you get involved with projects outside your school, the wider you're casting your net. You'll end up with more contacts that could be helpful in providing you with paid holiday jobs, work experience, references, and even full blown job offers.

If you already know what you want to study at uni, try finding volunteer opportunities in those areas. For example, if you're interested in politics, see if you can volunteer with your local politician. There's every chance your volunteer experience could help you in your future endeavours.

Personal development

When you're at high school, chances are that you're operating within a fairly limited social circle.

You'll be engaging with your family, school friends and teachers, and possibly a few friends outside of school.

Volunteering will introduce you to new situations and people, potentially really different to what you've known up until now.

You could:

- Increase your confidence
- Learn to communicate more effectively with different audiences
- Become a better listener
- Learn about your personal strengths and weaknesses
- Be more aware of and active about social justice issues

Positive impacts on your health

Studies have shown that volunteering could contribute to improved mental and physical health.

Increased physical activity, providing a sense of purpose, kicking goals, achieving good things, and focusing on other people's problems rather than your own can create a "helper's high". You could feel happier, less stressed and be fitter as well.

Feel great about yourself

So this is a bit cheeky, as it kind of ties in with number 6, but we felt it deserved its own spot.

When you volunteer you're not only benefiting yourself, you're having a positive impact on lots of other people around you too.

Potentially you'll be helping an individual and an organisation, your community and subsequently you're contributing to the wealth and health of a nation. When you realise that your actions are so widespread, you might feel humbled and you should definitely feel proud of your contribution, it could definitely improve your self-esteem and feelings of self-worth.

Find a volunteering position that works for you

It's ok if you're not ready to commit yourself straight away. Start by having a look around your community, and find out what the options are near you. See how much of a commitment you'll be asked to make, then decide if it's something that you can fit in (and that you'd like to do).

Alternatively, you can even find opportunities to [volunteer online](#).

Maybe you'd love to volunteer, but you can't fit it into your busy school term schedule. Why not see if there's a way you can offer your help during the school holidays?