TRAINEESHIPS GUIDE

TRAINEESHIPS

HOW TRAINEESHIPS CAN LEAD TO SUCCESSFUL, MEANINGFUL, PROFESSIONAL JOBS – WITH GREAT SALARIES AND OUTSTANDING CAREER PROSPECTS.

CAREERS ARE MADE THROUGH TRAINEESHIPS

What the traineeship was able to do was just open the first door, which then opens a second door, the third door the fourth door and if I trace exactly where I am now, sitting here (working for Manchester United). It all started by Mum, taking me down to West Beach Caravan Park in Adelaide and saying: 'I think you should do a traineeship'.

ALEX PIETRUS

from AFL SportsReady trainee to Business Development Manager @ Manchester United

WHAT'S IN THIS GUIDE

EVERYTHING TO KNOW ABOUT TRAINEESHIPS

- MYTHS & FACTS
- WHAT IS A TRAINEESHIP?
- THE TRAINEESHIP JOURNEY & BENEFITS
- INDUSTRIES YOU CAN DO TRAINEESHIPS IN
- FREQUENTLY ASKED TRAINEESHIP QUESTIONS

RESOURCES FOR CAREER ADVISORS & STUDENTS

- FORMER TRAINEESHIP STORIES
- VIDEOS ABOUT TRAINEESHIPS
- 'HOW DID YOU GET THAT DREAM JOB?' WEBINAR SERIES
- LINKS FOR CAREER ADVISORS

HOW AFL SPORTSREADY CAN HELP

- WE DON'T JUST FIND JOBS - WE LAUNCH CAREERS
- WHERE TO FIND TRAINEESHIP OPPORTUNITIES

MYTHS & FACTS

There are a lot of myths out there about Vocational Education and Training (VET) and traineeships, so we want to debunk a few for you. Please scan the QR code at the bottom of the page to see some videos that separate the facts from the myths about traineeships leading to genuine career pathways.

MYTH X

VET is a thing of the past and no longer relevant

FACT ✓

VET courses are Always Changing and adapting to what the workforce needs. According to the Australian Government's Department of Education, Skills and Employment, the VET sector offers courses for 9 out of 20 jobs that are predicted to be in high demand over the next five years, making VET extremely relevant.

MYTH X

Completing a university degree will make you more employable after study than doing a traineeship or apprenticeship

FACT ✓

Research from Citi Australia and the Skilling Australia Foundation found that 82% of graduates who completed a VET qualification as part of an apprenticeship or traineeship are employed after their training, compared to 69% of uni graduates.

MYTH X

VET is for people who get low academic scores?

FACT ✓

VET is a viable career pathway option regardless of your final exam results or grades in school! It's just another great career pathway if classroom learning isn't your thing and you want to gain **REAL WORK** experience to fast track your career in an industry you love.

MYTHBUSTER VIDEOS

SCAN THE QR CODE FOR MORE FACTS ABOUT TRAINEESHIPS

WHAT IS A TRAINEESHIP?

Watch this one minute video to discover what a traineeship is all about!

Traineeships are open to anyone of a working age (at least 15 years of age) and does not require a previous qualification to complete. AFL SportsReady offers dedicated traineeships to:

- Recent high school graduates or leavers
- Young Australians. Trainees are generally aged between 17 and 21 years of age
- Non-Indigenous and Indigenous Australians

Types of traineeships & what you'll be studying. Traineeship options include:

FULL-TIME TRAINEESHIPS

- 12 months placement in an organisation
- Studying a Certificate III or IV
- Working a minimum of 38 hours a week

PART-TIME TRAINEESHIPS

- 2 year placement in an organisation
- Studying a Certificate III or IV
- Working a minimum of 13 - 15 hours a week

SCHOOL-BASED TRAINEESHIPS

- 2 year placement in an organisation
- Studying a Certificate II or III
- Working approximately 1 day a week while completing school.

A school-based traineeship is typically aimed at a current year 10 student.

THE TRAINEESHIP JOURNEY & BENEFITS

Listed below is a step by step guide to getting a career through a traineeship:

1

GET A TRAINEESHIP

Find your future by going to aflsportsready.com.au

2

GET PAID

Earn the National Training Wage Award while you learn

3

GET EDUCATED

Combine your work with flexible study options.

4

GET EXPERIENCE

Real workplace experience with one of our partners

5

GET SUPPORT

We support you every step of the way

6

GET NETWORKED

Build your own professional network

7

GET A HEAD START

Experience + Education+ Key Contacts = Your Head Start

8

GET CONFIDENCE

Continue to build your skills & knowledge in the workplace

9

GET YOUR CAREER

Congratulations! You got a career through a traineeship

INDUSTRIES YOU CAN DO TRAINEESHIPS IN

Traineeships are available in a number of different industries. Below is a sample of the industries and roles AFL SportsReady can support young people to work in:

SPORTING CLUBS

Membership Services
Administration Officer
Merchandise & Retail
Community Events

RECREATION CENTRES

Customer Service
Business Administration
Aquatics & Fitness Trainee
Community Events

BUSINESS

Administration Officer
Business Administration
Customer Service
Sales

SCHOOLS

Education Support
IT Assistant
Outdoor Ed Assistant
Business Administration

RETAIL

Sales Assistant
Warehouse Support
Visual Merchandising
Retail Assistant

ARTS & CREATIVE

Events Assistant
Customer Services Officer
Arts Centre Assistant
Receptionist

LANDSCAPING

Turf Management
Customer Service
Landscaping
Business Administration

FINANCE

Customer Service
Financial Service
Personal Banking
Business Banking

IT

Help Desk Support
Systems Administration
Account Management
Device Management

FREQUENTLY ASKED TRAINEESHIP QUESTIONS

Below is a list of frequently asked traineeship questions, including some answers

HOW MUCH WILL I BE PAID AS A TRAINEE?	Trainees are paid at the National Training Wage Award which takes into consideration the following. Highest level of schooling completed Any pre-existing qualifications Contact AFL SportsReady for current information on payment rates.
WHAT QUALIFICATION WILL I BE REQUIRED TO COMPLETE?	This depends on the traineeship you choose to undertake. For example, if your traineeship was an administration role you would complete a business qualification whereas if you were doing a physical education assistant role you would complete a sport and recreation certificate.
WHAT SUPPORT WILL I RECEIVE AS A TRAINEE?	All trainees are assigned a Field Officer and Educator to support you throughout your traineeship. Aboriginal and Torres Strait Islander trainees also receive the support of an Indigenous Mentor.
IS THERE AN AGE LIMIT FOR YOUR TRAINEESHIPS?	There is no age limit for traineeships. However, the average age of our trainees is between 17-21 years of age. AFL SportsReady encourages anyone interested in undertaking a traineeship to contact us for more information.
WHAT IS THE DURATION OF THE TRAINEESHIP AND WILL I BE GUARANTEED A JOB ON COMPLETION?	Full-time traineeship – 12 to 18 months Part-time & school-based traineeships – 24 months Many AFL SportsReady trainees gain full-time employment post their traineeship but we cannot guarantee this.
WHO IS MY EMPLOYER & WHO DO I WORK FOR?	AFL SportsReady is your legal employer, and you will 'hosted'' by one of our partner organisations to work for them.
CAN I COMPLETE A TRAINEESHIP IF I ALREADY HOLD A QUALIFICATION?	Yes, in some instances you can. This is subject to 'Host Employer' approval and is determined on a case by case basis. Generally however, government funding is not available for people that have already obtained a Certificate IV, Diploma or Bachelor level qualification.
WHAT IS THE DIFFERENCE BETWEEN A SCHOOL BASED TRAINEESHIP, A REGULAR TRAINEESHIP AND AN APPRENTICESHIP?	A school based traineeship is a one day per week work placement completed whilst in year 11 and 12 with a Host Employer. A Traineeship is either a full-time or part-time traineeship completed over 12 to 24 months An apprenticeship is generally completed over a 4-year duration.

I was going to drop out early, I was gonna do a trade, except my careers teacher, who I still keep in touch with today, said 'there's a thing called a traineeship.' - I was like, 'oh, is that like when you go to TAFE?' - She's like: 'no, you can do it during school.' So, I got involved in that and I did something in Year 10. Then, I got involved with this AFL SportsReady company and that sort of opened up amazing doors from there.

RORY SMEATON

from AFL SportsReady trainee to Senior Indigenous Affairs, Diversity & Inclusion Advisor @ CBUS Super Fund

FORMER TRAINEE STORIES

Hover over a story to learn more about each trainee's career journey.

FROM TRAINEE TO CONSUMER SALES @ NORTH MELBOURNE FOOTBALL CLUB

FROM TRAINEE TO BUSINESS DEVELOPMENT MANAGER @ MAN UTD

FROM TRAINEE TO GENERAL MANAGER OF HR @ MOTORSPORT AUSTRALIA

FROM TRAINEE TO PE TEACHER

FROM TRAINEE TO ELECTED MEMBER @ CAMPBELLTOWN CITY COUNCIL

FROM TRAINEE TO ADMINISTRATIVE SUPPORT OFFICER @ THE SMITH FAMILY

FROM TRAINEE TO REVIEW OPERATIONS COORDINATOR @ THE NRL

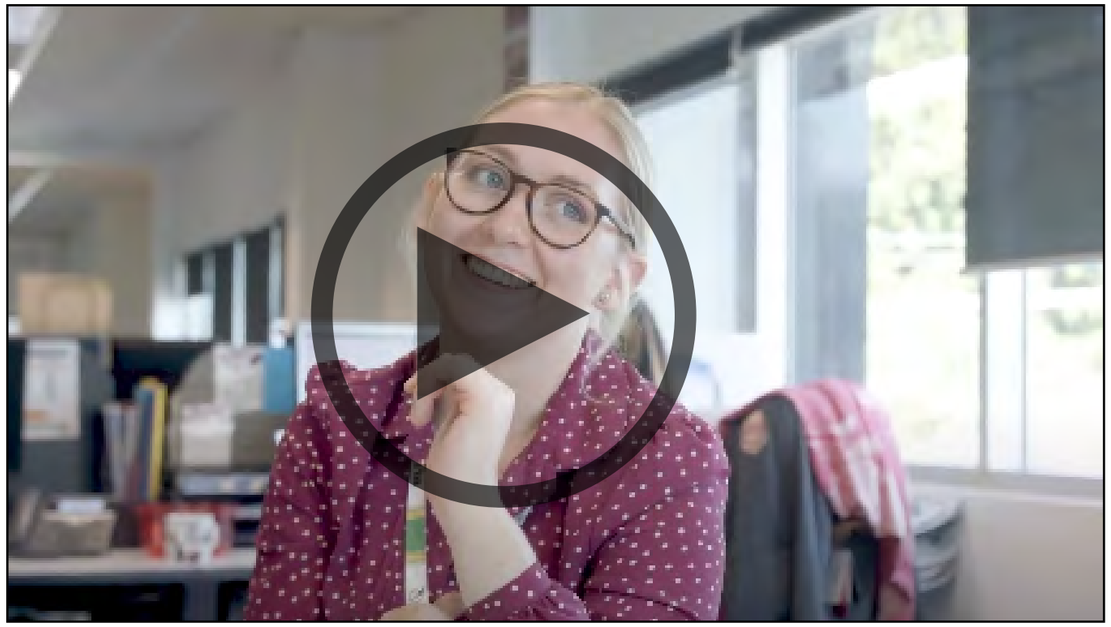
FROM TRAINEE TO PE TEACHER

CAREERS ARE MADE THROUGH TRAINEESHIPS

CLICK HERE FOR MORE FORMER TRAINEE STORIES

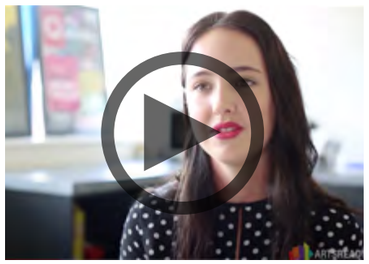
VIDEOS ABOUT TRAINEESHIPS

Below are four videos featuring four different traineeship journeys



HOW A TRAINEESHIP CAN HELP YOU GET A JOB IN SPORTS

Thanks to her traineeship and VET qualification, Jemma Whitnall, launched the career of her dreams at QLD Rugby. Her host employer Dave Maiden believes the program eased the pressures that come with working in a sporting organisation.

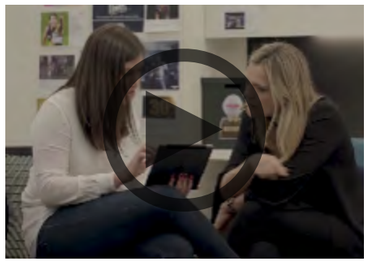


THE BEST KEPT SECRET TO LANDING A JOB IN THE ARTS INDUSTRY

As one of ArtsReady's first graduates, Alice Crockett -Cousin is currently living the dream, working in the arts at the Queensland Music Festival!

JOSH BARRETT: WORKING TOGETHER IN SCHOOLS

AFL SportsReady trainees are getting results for schools across Australia. Josh Barrett show how the program works.



ROWENA STOKES - AFL SPORTSREADY'S VET GRADUATE

AFL SportsReady Graduate, Rowena Stokes' career has taken off since completing a traineeship. She explains her career journey.

'HOW DID YOU GET THAT DREAM JOB?' WEBINAR SERIES

AFL SportsReady, in conjunction with the National Careers Institute (NCI) has been hosting webinars to provide an insight into whether a traineeship is right for young people. In the series, former AFL SportsReady trainees explore the reasons why a traineeship was a viable and worthwhile post-school option for them. The series explores how a traineeship has led to their dream job and career You can learn about the webinar series by clicking on the button below:

This series is not only for young people. This is a great opportunity for parents to learn about the program and to discover that traineeships can lead to successful, meaningful, professional jobs – with great salaries and outstanding career prospects.

CLICK HERE TO VIEW PREVIOUS WEBINAR RECORDINGS FROM THE WEBINAR SERIES

CHECK OUT PREVIOUS WEBINAR SPEAKERS

HOW DID YOU GET THAT DREAM JOB IN SPORT?

Jemma Whitnall - Review Operation Coordinator @ the NRL
Tamara Joy - General Manager of HR @ Motorsport Australia
Alex Pietrus - Business Development Manager @ Manchester United

HOW DID YOU GET THAT DREAM JOB IN BUSINESS?

Amanda Pozzobon - Marketing and Content Campaign Manager @ Marvel Stadium
Lisa Wilford - Finance Officer @ SkyCity Adelaide
Rory Smeaton - Senior Indigenous Affairs, Diversity & Inclusion Advisor @ CBUS Super Fund

HOW DID YOU GET THAT DREAM JOB?

Melissa Oberhoffer - Partner Executive @ Mercedes-AMG Formula One Team
Sam Rattray - current trainee @ Camberwell Grammar School
Rachel Krasky - Senior Communications & Community Manager @ Yves Saint Laurent & Giorgio Armani

EXPLORE YOUR OPTIONS WITH A TRAINEESHIP!

Gabrielle Snell - ArtsReady trainee to Events Coordinator @ Sienna College
Jason Hinde - Sales Consumer & Services Officer @ North Melbourne Football Club
Bellamore Ndayikeze - Youth Porgams Coordinator @ The Edmund Rice Centre

LINKS FOR CAREER ADVISORS

To assist Career Advisors, teachers, parents and potential trainees, below are some useful links relating to traineeships and career pathways:

Australian Government / Your Career™	The Your Career website is a platform of the National Careers Institute (NCI). the website is designed to provide clear and simple careers information and to help people of all ages and circumstances better plan and manage their career. **https://www.yourcareer.gov.au/**
National Skills Commission	The National Skills Commission (NSC) provides trusted and independent intelligence on Australia's future education, skills and jobs. **https://www.nationalskillscommission.gov.au/**
JOBOUTLOOK	Your guide to Australian careers. Job Outlook can help you make decisions about study and training, your first job, or the next step in your career. **https://joboutlook.gov.au/**
cica career industry council of australia	CICA is the National Peak Body for the Career Industry in Australia. Its establishment in 2000 It is a focal point for government and other stakeholders interested in promoting quality career development services in Australia. **https://cica.org.au/**
SPORTSREADY EDUCATION & EMPLOYMENT	AFL SportsReady is a not-for-profit company dedicated to helping young Australians develop careers through traineeships, cadetships, direct employment and educational opportunities. **https://aflsportsready.com.au**

"It gave me the knowledge that I didn't even know I had. The structure within AFL SportsReady, the structure that they have got going, is like you enter their system and you get supported practically and physically."

BELLAMORE NDAYIKEZE

from AFL SportsReady trainee to Youth Programs Coordinator @ The Edmund Rice Centre

"WE'VE GIVEN OVER 16,000 MEN AND WOMEN OF AUSTRALIA A WONDERFUL OPPORTUNITY TO FIND OUT HOW TALENTED THEY ARE"

KEVIN SHEEDY, AO

AFL SportsReady founder, 3 x VFL Premiership player, 4 x AFL/VFL Premiership coach.

HOW AFL SPORTSREADY CAN HELP

WE DON'T JUST FIND JOBS, WE LAUNCH CAREERS

We bring the experience, long term commitment to young people nationwide, expertise and skills to develop careers through traineeships, cadetships, direct employment and educational opportunities.

Kick-started the careers of over 16,000 Australians since 1994.

Delivered Credentialled Education to over 6,000 Students

Supported Over 3,000 Aborignal and/or Torres Strait Islander trainees

OUR KNOWLEDGE AND EXPERIENCE

AFL SportsReady is a national, not for profit company providing employment and education opportunities for young people for over 26 years.

SPORTSREADY EDUCATION & EMPLOYMENT — A Group Training Organisation (GTO)

ARTSREADY EDUCATION & EMPLOYMENT — Traineeships for the arts & creative industries

WARUMILANG Aboriginal and Torres Strait Islander Programs — Aboriginal and/or Torres Strait Islander programs

SPORTSREADY EDUCATION — A Registered Training Organisation (RTO)

WHERE TO FIND TRAINEESHIP OPPORTUNITIES

AFL SportsReady's website is updated regularly with everything you need to know about traineeships. You can also visit our 'Jobs Board' to search for the latest traineeships in your state.

SCAN THE QR CODE FOR OUR JOBS BOARD

STAY CONNECTED WITH US VIA SOCIAL MEDIA

SCHOOL VISITS

Our dedicated Field Officers regularly do school visits to speak to year 12 students about the career pathways available through a traineeship. If you would like to book a visit, please email **marketing@aflsportsready.com.au**

FOR MORE INFORMATION ABOUT TRAINEESHIPS AND WHERE THEY CAN LEAD, VISIT THE FOLLOWING WEBSITE:

https://www.yourcareer.gov.au/

SPORTSREADY
EDUCATION & EMPLOYMENT

Australian Government

National Careers Institute

'Careers Are Made Through Traineeships' is an initiative of AFL SportsReady, supported by the Australian Government and the National Careers Institute.