

Weekly Careers News

For Victoria

Monday 21 October, 2024

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What's On

Upcoming Events

VU Cookery, Hospitality, Tourism & Event Management Information Sessions

October 16 to January 29, 2025

Start your career in tourism, hospitality and events. Prepare to join one of the world's largest and most dynamic industries. Learn from expert teachers with the latest professional knowledge, and put theory into practice in our modern facilities.

The sessions will cover:

- the course structure and information
- industry connections
- placement opportunities
- pathways to further study
- facility tour (in-person sessions only).

[Find out more](#)

Melbourne Polytechnic Auslan Online Session

October 21, 2024

Choosing a brand-new career path, knowing where to upgrade your skills or how to start doesn't need to be a decision you make alone.

Hosted by teachers who can answer questions and offer advice on your chosen field, our information sessions help you make an informed decision around your study and career options.

Find out more about the following course(s) at Melbourne Polytechnic:

- Diploma of Auslan
- Certificate II in Auslan

[Find out more](#)

Victoria Police: Life at the Academy – Online Webinar

October 21, 2024

Victoria Police is hosting an online information session for members of the community who are interested in a career with Victoria Police but are unsure on what to expect at the Academy.

Hear from us about training at the Academy for Police Officers, Protective Services Officers, and Police Custody Officers - this includes in-depth details about what to expect each week, as well as an insight into exams and training. We will dive deep into the facilities (including on-site accommodation!), salary and support. There will also be an opportunity for you to ask members questions about their time at the Academy.

[Find out more](#)

Melbourne Polytechnic Drama and Theatre Arts Information Sessions

October 22, 2024

October 29, 2024

Choosing a brand-new career path, knowing where to upgrade your skills or how to start doesn't need to be a decision you make alone.

Hosted by teachers who can answer questions and offer advice on your chosen field, our information sessions help you make an informed decision around your study and career options.

Find out more about the following course(s) at Melbourne Polytechnic:

- Diploma of Live Production and Technical Services - Costume
- Diploma of Live Production and Technical Services - Live Production
- Diploma of Screen and Media - Specialist Make-Up Services
- Diploma of Theatre Arts

[Find out more](#)

Quantum Victoria Discover Engineering Experience

October 23, 2024

The Virtual Experiences showcase Engineers from different fields highlighting the importance and relevance of Engineering in our society.

Students engage with Engineers and learn about their area of Engineering and their projects through a live Virtual presentation including an interactive Q&A session.

[Find out more](#)

Deakin Accelerate Webinar

October 23, 2024

If you're a high-achieving student, parent or career practitioner, attend our upcoming webinar to learn more about the Deakin Accelerate program.

Learn all about getting the same benefits as studying a fifth or sixth VCE subject, how you'll gain university credit and reduce the cost of your future degree. By taking on the program during Year 12, Deakin Accelerate gives you an unique glimpse into life at Deakin whilst also boosting your ATAR.

This webinar will cover an overview of the program, the benefits, support you'll receive whilst completing the program, our 2025 study areas on offer, as well as the application process. You'll have the opportunity to hear from one of our Accelerate experts as well as a past Deakin Accelerate student, and ask all the burning questions you may have about the program.

[Find out more](#)

RMIT Study Expo

October 23, 2024

The RMIT Study Expo is your chance to learn everything there is to know about your future study.

Prepare to study in 2025 with this in-person event where you'll tour the Melbourne City campus and discover what RMIT has to offer.

This event is the perfect way to begin your search for an RMIT course, or to get you across the finish line with on-the-spot application assistance. Whether you're interested in postgraduate, undergraduate or vocational study, the staff and students at the Study Expo can help you align your career goals and your study interests.

[Find out more](#)

Defence Careers Information Sessions

Melbourne: October 24, 2024

Warrnambool: October 24, 2024

Melbourne: November 6, 2024

Consider a career like no other and represent Australia with pride in the Navy, Army or Air Force. Speak with current serving personnel at our upcoming info session and ask your questions - is a career in the Australian Defence Force for you?

[Find out more](#)

It Takes a Spark STEM Conference, Melbourne

October 24, 2024

Most conferences currently being offered on STEM, STEAM and Entrepreneurship tend to be targeted towards teachers and involve a series of speakers and the occasional mini-workshops. This conference is designed to be different. This conference is designed by students and teachers for students and teachers.

The intent of the It Takes a Spark STEM Conference is to bring together Students (Year 4 to 10) and Teachers to connect with inspiring industry role models, share their current school based activities and projects using an authentic sharing and experiential model, create networks of teachers and student teams, and solve social justice design challenges.

The participation of the students is as important as teachers as our intent is to ignite, empower and nurture both to be leaders of STEM and Entrepreneurship within their schools. This is a conference designed and led by students and teachers for students and teachers.

Teachers will have both formal and informal opportunities to speak to other teachers who have enacted programs and activities in their schools and get their questions answered.

The workshops and social justice design challenges are all hands-on so students and teachers will experience first-hand what it is like to be part of great STEM and entrepreneurial learning. This will spark new ideas about curriculum and pedagogy.

[Find out more](#)

Monash Clayton Campus Tour

October 24 & 25, 2024

Join us for a campus tour to see and experience all Monash has on offer! Led by our enthusiastic student ambassadors, come along to ask them questions and get a taste of life at Monash. With a tour duration of approximately 90 minutes, you will tour the outside of our buildings and explore our world-class campuses.

[Find out more](#)

Victoria Police: A Day in the Life of a Police Officer – Online Webinar

October 24, 2024

Victoria Police is hosting an online information session for members of the community who are interested in gaining insight into a 'Day in the Life' of a Police Officer in Victoria.

Hear from current serving Victoria Police members about what is involved in their shifts, including night shift. Hear about all the different type of scenarios you may be faced with throughout your shift and what career progression options you have.

The recruitment team will also be joining to touch briefly on the recruitment process and training at the Academy. There will also be an opportunity for you to partake in a Q&A session with the current members.

[Find out more](#)

Diversity in Victoria Police: Careers Information Session

October 26, 2024

Join us at the Victoria Police Centre for an exclusive careers information session focusing on the value of Diversity within Victoria Police along with the career and support opportunities available.

A panel of police members from diverse communities will be present on the day to share their experience and engage with attendees via a Q&A session.

[Find out more](#)

Melbourne Polytechnic Cyber Security Online Session

October 28, 2024

Choosing a brand-new career path, knowing where to upgrade your skills or how to start doesn't need to be a decision you make alone.

Hosted by teachers who can answer questions and offer advice on your chosen field, our information sessions help you make an informed decision around your study and career options.

Find out more about the following course(s) at Melbourne Polytechnic:

- Certificate IV in Cyber Security

[Find out more](#)

Victoria Police: Careers Information Session

October 28, 2024

We are hosting an exclusive Careers Information Session for members of the community who are interested in a career with Victoria Police.

Come along and learn more about the recruitment process, training at the Police Academy, general duties policing, career pathways, specialty units and more.

You will also have the opportunity to speak with;

- Police Officers
- Protective Services Officers (PSO)

- Police Custody Officers (PCO)
- Victorian Public Servants (VPS)

This is a unique opportunity to observe the exciting world of policing. Members of the public are not usually granted access to the VPC, so get excited about this chance and grab a ticket.

[Find out more](#)

Melbourne Polytechnic Hospitality Information Session

October 29, 2024

Choosing a brand-new career path, knowing where to upgrade your skills or how to start doesn't need to be a decision you make alone.

Hosted by teachers who can answer questions and offer advice on your chosen field, our information sessions help you make an informed decision around your study and career options.

Find out more about the following course(s) at Melbourne Polytechnic:

- Certificate III in Commercial Cookery - Non-apprenticeship
- Certificate III in Patisserie
- Certificate IV in Kitchen Management
- Certificate III in Hospitality
- Certificate IV in Hospitality
- Diploma of Hospitality Management

[Find out more](#)

Melbourne Polytechnic Information Technology Online Sessions

October 29, 2024

October 31, 2024

Choosing a brand-new career path, knowing where to upgrade your skills or how to start doesn't need to be a decision you make alone.

Hosted by teachers who can answer questions and offer advice on your chosen field, our information sessions help you make an informed decision around your study and career options.

Find out more about the following course(s) at Melbourne Polytechnic:

- Certificate III in Information Technology

[Find out more](#)

PSC Photography and Digital Imaging Information Session

October 29, 2024

Immerse yourself in photography with our bachelor and undergraduate courses at PSC.

Find out more at our Info Session:

- Meet and be inspired by our teacher and convenor Sarina Liroi
- Discover the vibrant atmosphere of our Studio, where students from our partner Japanese Fashion School collaborate with our Photography students.
- Tour the facilities and grab a take home goody bag

- Enjoy a Q&A session with PSC staff and an alumni to help uncover the perfect course for you
- Plus the chance to win a very special prize worth \$250

[Find out more](#)

Melbourne Polytechnic Conservation and Ecosystem Management Online Session

October 31, 2024

Choosing a brand-new career path, knowing where to upgrade your skills or how to start doesn't need to be a decision you make alone.

Hosted by teachers who can answer questions and offer advice on your chosen field, our information sessions help you make an informed decision around your study and career options.

Find out more about the following course(s) at Melbourne Polytechnic:

- Diploma of Conservation and Ecosystem Management

[Find out more](#)

Defence Comms, IT & Intelligence Roles Information Session – Melbourne

October 31, 2024

Get connected with a future-focused career, using technologically advanced sensor and communication systems to keep the Australian Defence Force (ADF) in touch, informed and operating effectively.

Join us for an info session and speak with current serving personnel about Communications, IT and Intelligence careers in the ADF.

[Find out more](#)

Defence Indigenous Pathways Information Session – Cairns & Online

October 31, 2024

Would you like to learn more about careers for Indigenous personnel in the Australian Defence Force?

With a wide range of exciting jobs on offer, and tailored programs, make the most of your potential, become a leader, and inspire your community.

Join us for an information session and speak with current serving members about opportunities in the Navy, Army and Air Force.

[Find out more](#)

VU Early Childhood Education Information Session

October 31, 2024

There's never been a better time to study early childhood education at Victoria University. At VU, we offer:

- Upskill program (Certificate III in Early Childhood Education and Care)
- Traineeships (Certificate III and Diploma of Early Childhood Education and Care)

- Part-time training options (Diploma of Early Childhood Education and Care)

Early childhood education and care courses are currently listed under the Victorian Government [Free TAFE initiative](#) which means eligible students won't pay tuition fees for the duration of their course.

The sessions will cover:

- the course structure and information
- industry connections
- placement opportunities
- pathways to further study.

[Find out more](#)

AIT MasterTalk: Sorchia Millican-Nagle, Industry Relations Manager at PlaySide Studios

October 31, 2024

Sorchia Millican-Nagle is the Industry Relations Manager at PlaySide Studios in Melbourne, Victoria. With extensive experience in Games as a Service, she has led titles across console, mobile, and PC platforms in Production and Team Leadership roles.

Sorchia is dedicated to empowering developers to share and learn new skills, supporting pathways into game dev jobs and bridging video games with other industries.

In this MasterTalk, Sorchia will give tips for landing a job in games, including the essentials of portfolio preparation and interview skills. Come along if you're interested in games, animation and related creative industries.

[Find out more](#)

STEM + X: Technology, brought to you by QUT

November 6, 2024

There is a skyrocketing demand for tech professionals. In Australia alone, we're anticipating a need for 1.2 million tech jobs by 2030. It all starts with exploring the exciting and diverse careers available and understanding how to get started.

Join us as we dive into how you can turn your interest in computer science, game development and IT systems into a fulfilling career.

[Find out more](#)

CGA Virtual Information Session

November 6, 2024

Come hear from our students about how online schooling fits their busy training schedules, supports academic advancement, and opens doors to top universities worldwide.

Hear how our online learning environment can be tailored to meet your child's unique needs, including:

- How flexible class schedules can support athletes, performers and travelling families.

- Advanced and competitive curricula options for those looking to apply to top universities
- Inclusive strategies to support neurodiverse and SEN learners; and those experiencing mental health challenges or bullying.

You will also have an opportunity to ask our team any questions you have.

[Find out more](#)

Victoria Police: Become a Police Custody Officer – Online Webinar

November 7, 2024

Victoria Police is hosting an online information session for members of the community who are interested in a career as a Police Custody Officer.

Hear from us about the recruitment process and training at the Police Academy. It's also your opportunity to ask questions you have about a PCO career pathway.

[Find out more](#)

Monash Clayton Campus Tour

November 8, 2024

Join us for a campus tour to see and experience all Monash has on offer! Led by our enthusiastic student ambassadors, come along to ask them questions and get a taste of life at Monash. With a tour duration of approximately 90 minutes, you will tour the outside of our buildings and explore our world-class campuses.

[Find out more](#)

Important Future Events

Swinburne 2025 Study Expo

November 12, 2024

Join us on campus for an event designed for those looking at any Swinburne course – whether apprenticeship, certificate, diploma, bachelor degree, master degree, or something else. Browse all Swinburne study areas and levels, while exploring our campus and meeting our community.

[Find out more](#)

AIE Open Day, Melbourne

November 16, 2024

Discover the courses designed to get you started in game development, 3D animation, film and visual effects at the AIE Open Day.

AIE's Open Day is a great opportunity to meet our teachers, staff and students. The day will cover everything you need to know about the:

- careers in games and VFX that we train students for;
- studios and industries that we work with;
- courses we offer - from beginners to professional mastery, and;

- the software, skills and knowledge we teach.

AIE's Open Day will also include presentations on entry requirements and how to apply. Find out how AIE can get you into a creative career.

[Find out more](#)

AIE Online Campus Day

November 30, 2024

Discover the courses designed to get you started in game development, 3D animation, film and visual effects at the AIE Online Campus Day. AIE will be running this event for students interested in studying online. You will be able to meet our teachers, explore how classes will run, course options, career pathways and see our amazing student work.

We will be covering everything you need to know about the:

- careers in games and VFX that we train students for;
- studios and industries that we work with;
- courses we offer - from beginners to professional mastery, and;
- the software, skills and knowledge we teach.

[Find out more](#)

La Trobe Change of Preference Fest

December 12, 2024

We know getting your ATAR results can be a big moment, so La Trobe is hosting the Change of Preference Fest to give you the support and advice you need, no matter what your results are.

Here's what you can expect:

- Course advice and pathways: Chat with our course advisors about your options and explore alternative pathways if your results aren't what you expected. We'll help you figure out what's best for you.
- Food, fun and giveaways: To keep things relaxed, we've got free food, live music, and exciting giveaways.

Whether you're thrilled with your results or need a bit of guidance, we've got your back. This is your chance to get all the info you need to make the best decision for your future.

[Find out more](#)

Deakin Change of Preference Advice

December 13, 2024

Whether you need general uni information, pathway options or reassurance about your course choices, don't miss the opportunity to get personalised advice at our Change of Preference events.

- Get personalised one-on-one study, course and pathway advice
- Chat with expert Deakin staff and current students
- Discover course and pathway options at the course information expo
- Join a student-led campus and accommodation tour
- Explore our world-class facilities and learning spaces

- Learn about student support and life at Deakin

[Find out more](#)

Free Money

Scholarships

Australian Rotary Health Indigenous Health Scholarship

Value: \$5,000 AUD

Open date: December 1, 2024

Closing date: February 21, 2025

Through the Indigenous Health Scholarships, Australian Rotary Health is supporting the next generation of Indigenous health care providers to achieve an education that will help them assist their communities.

[Find out more](#)

De Dominicis Foundation Opportunity Scholarship for STEM Students

Value: \$15,000 AUD per year

Open date: July 9, 2024

Closing date: December 6, 2024

De Dominicis Foundation Opportunity Scholarship for STEM Students was established in 2021, by Robert De Dominicis. The purpose of this scholarship is to support commencing students at the University of Wollongong who are passionate about Science, Technology, Engineering or Mathematics (STEM) and experiencing financial difficulty.

[Find out more](#)

Competitions

The Harvard Crimson Business Case Competition 2024

Open date: April 1, 2024

Closing date: February 24, 2025

Innovation has changed our world. The Harvard Crimson Business Competition (HCBC) calls on the next generation of young entrepreneurs to think about global challenges and propose business plans.

Participants will engage in two rigorous rounds—a preliminary round (virtual submissions) followed by a thrilling championship round held in-person at The Crimson. Those who qualify for the Championship Round will have an opportunity to be mentored by industry professionals and members of The Harvard Crimson's esteemed business board, offering a platform to test and refine one's business acumen.

[Find out more](#)

Enter the Young Achiever Awards

Open date: September 5, 2024

Closing date: February 12, 2025

The Young Achiever Awards acknowledge, encourage and most importantly promote the positive achievements of all young people throughout Australia.

No achievement is too small (or big!) and all young people should be applauded for their positive impacts on our local and wider communities.

Nominations close:

- 15 December 2024 (NT)
- 15 January 2025 (NSW, ACT, QLD)
- 29 January 2025 (VIC, SA)
- 9 February 2024 (WA)
- 12 February 2025 (TAS)

[Find out more](#)

Study

Apprenticeships & Traineeships

Higher apprenticeships: Not just for trades

When people hear the word “apprenticeship,” they often think of trades like plumbing, carpentry, or electrical work. But higher and degree apprenticeships are changing that perception, offering opportunities in a wide range of industries, from healthcare to IT. These programs combine work experience with formal education, allowing you to earn qualifications that can range from diplomas to full degrees while gaining practical skills in the workplace.

Let’s explore what makes higher and degree apprenticeships unique and how they can help you jump-start your career.

What are higher apprenticeships?

Higher apprenticeships are structured learning programs that combine part-time work with part-time study, allowing you to immediately apply what you learn in the classroom to your role in the workplace. Think of them as an advanced version of the traditional trade apprenticeship, but instead of learning a hands-on trade like plumbing or carpentry, you’re acquiring skills in professional fields such as IT, finance, business, and even healthcare.

What makes higher apprenticeships so appealing is the blend of real-world experience and academic learning. You’re not just sitting in a lecture hall or classroom—you’re out in the field, building practical skills and making connections in your chosen industry. By the time you finish,

you'll have earned a qualification (such as a diploma or bachelor's degree), gained significant work experience, and likely developed a network of industry contacts.

Why choose a higher apprenticeship?

Higher apprenticeships are an attractive option for many reasons, especially for those who want to enter professional fields without committing to a full-time university degree straight away. Here are some key benefits:

Earn while you learn

Just like a trade apprenticeship, you'll be paid for your work, which means you won't have to worry as much about tuition fees or living expenses.

Immediate skill application

One of the biggest advantages of a higher apprenticeship is the ability to put your learning into practice immediately. Unlike a university degree, where you might wait until the final year for a work placement, higher apprenticeships allow you to apply what you've learnt from day one.

Career exploration

Higher apprenticeships give you a chance to 'test the waters' in a professional field without making a long-term commitment to university. You can gain experience and decide if this is the right career for you while still earning qualifications.

No degree required

In many professional fields, particularly IT and business, a formal degree isn't always necessary. Many employers are more interested in your skills and practical experience, which makes higher apprenticeships an excellent pathway into these industries. For example, many software developers are self-taught or learn on the job, and a higher apprenticeship allows you to follow this route while gaining both credentials and experience.

How do higher apprenticeships work?

Higher apprenticeships are designed to balance work and study, but the exact structure can vary depending on the industry, employer, and qualification level. Typically, you'll spend part of your week working at a company and the other part attending classes or studying.

These programs can last anywhere from **one to six years**, depending on the level of qualification. You could complete a diploma within one to two years or work towards a full bachelor's degree in three to four years. The duration of the apprenticeship depends on the intensity of the course and how much time you're spending in the workplace versus the classroom.

One common concern is whether an apprenticeship will take longer than a traditional university pathway. In many cases, the timeline is comparable, especially when you consider that you're gaining real work experience throughout the course. Even if the program takes slightly longer, you'll finish with practical skills, industry connections, and likely a job offer waiting for you.

Finding a higher apprenticeship

Finding the right higher apprenticeship involves some research, just like applying for a job or university program. Here are a few steps to help you get started:

Check apprenticeship platforms

Websites like [Australian Apprenticeships](#) and [UCAS](#) offer detailed listings of available higher apprenticeships across various industries. You can filter by location, industry, and qualification level to find the right fit for you.

University and employer partnerships

Many universities and employers partner to offer degree apprenticeships. Check with your preferred university or potential employers to see if they offer programs in your field of interest.

Industry-specific job boards

Many industries, particularly IT and business, have job boards where companies post apprenticeship opportunities. Check these resources to find openings that match your interests.

Talk to a career advisor

If you're unsure where to start, a career advisor can help guide you through the process, recommend programs, and connect you with resources to find an apprenticeship that fits your goals.

Key industries offering higher apprenticeships

Higher apprenticeships are expanding across a range of industries. Here's a closer look at how they're shaping up in key sectors:

Computing and IT

IT is a perfect field for higher apprenticeships, as the industry often values practical skills over formal degrees. In a higher apprenticeship, you might work in software development, cybersecurity, or data analysis while studying for a diploma or degree in IT. You'll gain hands-on experience with coding, troubleshooting, and network management.

What it looks like: Apprentices in IT often start in support roles, gradually working their way up to more technical positions. Your work might involve managing systems, testing software, or even helping to design apps, while your academic study covers programming languages and IT infrastructure.

Business and management

In business and management, apprenticeships can span roles like project management, human resources, or operations. Higher apprenticeships allow you to work in various departments, gaining practical skills while earning a diploma or degree in business.

What it looks like: You might rotate through different areas of a company, learning the ins and outs of business operations, strategy, and management. Your coursework will likely include subjects such as economics, finance, and leadership.

Finance and accounting

Higher apprenticeships in finance and accounting provide the chance to work as an apprentice accountant, bookkeeper, or financial analyst while working towards a qualification in finance. These apprenticeships are ideal for those who enjoy working with numbers and data.

What it looks like: Apprentices might start in junior accounting roles, gaining experience in managing budgets, processing payroll, and auditing financial records. Your academic coursework will cover subjects like financial reporting, tax, and business law.

Engineering

Engineering apprenticeships provide opportunities in fields like civil, mechanical, or electrical engineering. These apprenticeships combine technical study with real-world problem-solving, giving you a hands-on approach to engineering projects.

What it looks like: Your work will likely involve design, testing, or maintaining infrastructure and equipment, while your coursework covers advanced mathematics, physics, and engineering principles.

Healthcare

Healthcare apprenticeships offer paths into nursing, healthcare administration, and even allied health professions. These apprenticeships allow you to work in clinical settings while studying for qualifications like a diploma in nursing or healthcare support.

What it looks like: You'll work under the supervision of experienced healthcare professionals, providing patient care, managing records, or assisting with procedures. Your academic studies will focus on medical terminology, ethics, and healthcare systems.

Law

Law apprenticeships offer an alternative to the traditional university law degree pathway. They provide hands-on experience working in a law firm while studying for qualifications that could lead to becoming a solicitor or legal executive.

What it looks like: You might start by assisting solicitors, preparing documents, or conducting legal research. Over time, your responsibilities will grow as you work towards becoming fully qualified.

The future of higher apprenticeships

Higher apprenticeships are gaining momentum worldwide, with programs popping up in fields that traditionally required degrees. For instance, in the UK, [Multiverse](#) has partnered with companies to train employees in software engineering, while PwC's [Higher Apprenticeship Program](#) in Australia is offering pathways in accounting and finance. In the US, campaigns are underway to promote [apprenticeships](#) for hard-to-fill tech roles like app developers and data analysts.

The bottom line is that higher apprenticeships are here to stay, offering a practical, flexible route into professional careers. Whether you're interested in IT, business, healthcare, or law, higher apprenticeships give you the chance to earn while you learn, gain valuable experience, and step straight into a career after graduation.

Want to learn more about your different study and pathway options? Check out heaps of other blogs and resources on our website [here](#).

Short Courses & Microcredentials

[Here's how you can boost your resume with a short course](#)

When you're just starting out on your career journey, having qualifications on your resume can make all the difference. Short courses are a great way to add valuable skills and certifications to your resume without needing to commit to a full degree or diploma. They show employers that you're proactive, willing to learn, and capable of applying your skills in real-world situations. Whether you're looking for a part-time job, a career boost, or just want to expand your knowledge, short courses can help set you apart from the crowd.

Employers value skills that are practical and relevant, and short courses are a way to demonstrate that you have both. From First Aid to digital literacy, these qualifications not only give you knowledge but also offer you formal certifications that make you more employable. The following are examples of short courses you can take to give your resume a competitive edge.

First Aid and CPR

First Aid and CPR courses are highly regarded across many industries. Employers in areas like retail, hospitality, childcare, and even corporate offices appreciate employees who can respond calmly and appropriately in emergency situations. Having this certification shows that you're responsible and equipped to handle unexpected health and safety incidents.

How to put this on your resume

First Aid and CPR Certified

- Completed First Aid training (Provide First Aid and CPR) with St John Ambulance (2023)
- Gained skills in responding to workplace and public emergencies with confidence and care

Lifesaving and water safety

If you're interested in working at the beach, pools, or in outdoor recreation, a lifesaving qualification is a must-have. Courses in water safety and lifesaving demonstrate physical fitness, the ability to stay calm under pressure, and an awareness of public safety. It's a great qualification for anyone looking to work in surf lifesaving clubs, camps, or aquatic centres.

How to put this on your resume

Bronze Medallion (Lifesaving and Water Safety)

- Certified in surf and pool lifesaving techniques, including rescue and first aid
- Developed strong swimming skills and an ability to assess and respond to dangerous water conditions

Refereeing or coaching

For those involved in sports, taking a refereeing or coaching course can open doors to paid or volunteer opportunities in community sports. These courses show that you understand the rules of the game, have leadership abilities, and can manage a group effectively. Refereeing in particular demonstrates decision-making under pressure.

How to put this on your resume

Level 1 Soccer Referee

- Qualified to referee junior and community soccer matches through Football UK (2023)
- Developed conflict resolution, rule enforcement, and leadership skills on the field

Barista and Responsible Service of Alcohol (RSA)

If you're looking to work in hospitality, having barista training or an RSA certification can be essential. These courses teach you the practical skills to serve customers in cafés, restaurants, and bars. Employers in this industry will expect you to know the basics, so having this on your resume can give you a head start over others who need training on the job.

How to put this on your resume

Barista Skills Certificate

- Trained in making espresso, managing coffee machines, and customer service at XYZ Coffee School
- Developed fast-paced multitasking skills and a high standard of product presentation

Workplace safety

Workplace safety courses are applicable in nearly any industry, from construction to retail. Courses like 'White Card' training, which is required for construction work, show that you understand the importance of health and safety regulations and that you can identify potential hazards.

How to put this on your resume

White Card Certification (Workplace Safety)

- Gained skills in identifying safety risks and enforcing safety protocols in the workplace
- Certified in WHS (Workplace Health and Safety) requirements for construction and trade environments

STEM and digital skills

Short courses in areas like coding, data analysis, or even basic IT skills are highly valued across industries, not just in tech. Learning digital skills can set you apart in a world where technology is becoming central to many job roles. For example, courses in Excel, programming languages, or even graphic design show employers that you're adaptable and tech-savvy.

How to put this on your resume

Introduction to Coding (Python)

- Completed a 12-week online course through Codecademy, focusing on Python programming fundamentals

- Gained practical skills in coding, problem-solving, and logic development

Environmental care and horticulture

If you're interested in outdoor work, environmental care, or even sustainability, taking a course in horticulture or environmental management can be a great way to show your commitment to the environment. It's also a qualification that stands out for roles in parks, gardens, and conservation work.

How to put this on your resume

Introduction to Horticulture

- Learned key skills in garden maintenance, plant care, and environmental sustainability
- Developed hands-on experience in landscaping and green space management

Cooking courses

Whether you're considering a role in hospitality or just love food, cooking courses can provide you with valuable kitchen skills. From basic cooking techniques to food safety, these courses demonstrate that you can work in a fast-paced, practical environment. Employers in the food industry will value your ability to prepare and handle food safely.

How to put this on your resume

Basic Cooking Skills Certificate

- Gained experience in food preparation, kitchen safety, and customer service through college short course
- Developed an understanding of safe food handling and storage practices

What to do next

First, think about which areas you're interested in – do you want to work in hospitality, sports, technology, or the environment? Then, explore the short courses available in your area, either in-person or online. Many community centres, libraries, TAFEs, and online platforms like [Coursera](#) or [Udemy](#) offer accessible and affordable options.

Once you've completed a course, make sure to add it to your resume in a clear and concise way. Don't forget to mention the skills you gained and how these can be applied to the workplace.

Never stop learning

Taking short courses is a simple and effective way to boost your resume, no matter what stage you're at in your career. Even seasoned professionals well into their careers need to learn new things or update their skills.

Whether it's First Aid, digital skills, or workplace safety, these qualifications will help you stand out and make you more attractive to potential employers. Short courses are a practical step you can take now to build a resume that gets you noticed.

You can read more about short courses and skills on our website [here](#).

Work

Job Spotlight

How to become a Lecturer

Lecturers are specialists who teach tertiary level students at universities and private providers. They have deep knowledge in their academic field and often conduct research alongside their teaching duties.

If you're passionate about a specific subject area, enjoy sharing knowledge, and want to contribute to important research, a career as a lecturer could be perfect for you.

What skills do I need as a lecturer?

- Excellent communication and presentation skills
- In-depth knowledge of your subject area
- Strong research and analytical abilities
- Time management and organisational skills
- Adaptability and flexibility
- Patience and empathy
- Critical thinking and problem-solving skills
- Ability to work independently and as part of a team

What does the job involve?

- Preparing and delivering lectures, seminars, and tutorials
- Designing and marking assessments
- Conducting research and publishing academic papers
- Supervising undergraduate and postgraduate students
- Attending academic conferences and presenting research
- Participating in departmental meetings and committees
- Applying for research grants and funding
- Keeping up-to-date with developments in your field

What industries do lecturers typically work in?

- Education & Training
- Research & Development
- Government

What Career Cluster do lecturers belong to?

Lecturers are dedicated to sharing knowledge and fostering intellectual growth, so they make excellent Informers.

What kind of lifestyle can I expect?

As a lecturer, you'll typically work in university campuses, lecture halls, and research facilities. The job often offers a mix of teaching, research, and administrative duties. Remote work is also possible thanks to the rise of online learning.

You can expect to earn an above-average salary throughout your career, with opportunities for progression to senior academic and research positions.

Most lecturers work full-time, with busier periods around exam times and research deadlines. Work-life balance can vary, but many appreciate the autonomy and flexibility in managing their workload.

How to become a lecturer

Becoming a lecturer requires a significant investment in education and research. Here are the typical steps:

1. Complete a bachelor's degree in your chosen field with strong academic performance.
2. Pursue a master's degree, often with a research component.
3. Complete a PhD or equivalent doctoral degree in your specialisation.
4. Gain teaching experience through tutoring or as a teaching assistant during your studies.
5. Build a research profile by publishing papers and presenting at conferences.
6. Apply for postdoctoral positions or entry-level lecturing roles.
7. Continue to publish research and seek funding throughout your career.

Many lecturers also engage in professional development to enhance their teaching skills and stay current in their field.

What can I do right now to work towards this career?

If you're in high school and you'd like to find out if a career as a lecturer is right for you, here are a few things you could do right now:

- Start thinking about which area you're passionate about – you'll be spending many years studying, researching, and teaching this subject, so it needs to be something you care about a lot.
- See if you can find work experience in education. This will help you see if you might enjoy the work, and can help you start building important contacts for the future.
- Talk to a lecturer to see what a day in their life is like. If you don't know anyone, see if you can watch videos or documentaries about a career as a lecturer.

Where can I find more information?

You can read more information about careers in academia here:

- [Universities Australia](#)
- [Universities New Zealand – Te Pūkai Tara](#)
- [Advance HE](#) (UK)
- [American Association of University Professors](#)
- [Canadian Association of University Teachers](#)
- [European University Association](#)

Similar careers to lecturer

- Teacher
- Researcher
- Intelligence Officer
- Educational Consultant
- Instructional Designer
- Librarian
- Policy Analyst
- Public Servant

Find out more about alternative careers on our [Job Spotlights](#) page.

Jobs & Careers

[7 great behind-the-scenes jobs for Coordinators](#)

[Coordinators](#) are the unsung heroes who keep our world running smoothly. They're the masters of organisation, planning, and execution, often working behind-the-scenes to ensure everything goes according to plan. If you have a knack for keeping things in order and enjoy seeing complex projects come together, a career as a Coordinator might be perfect for you. Let's explore 7 exciting behind-the-scenes jobs where Coordinators can thrive.

Event planner

As an event planner, you'll be the mastermind behind everything from corporate conferences to weddings. This role requires:

- Exceptional organisational skills
- Attention to detail
- Ability to multitask and work under pressure
- Strong communication and negotiation skills

You'll coordinate with vendors, manage budgets, and ensure every aspect of an event runs smoothly. It's a fast-paced job that offers variety and the satisfaction of seeing your hard work come to life in spectacular events.

Film production coordinator

In the world of film and TV, production coordinators are essential for keeping projects on track.

You'll be responsible for:

- Managing schedules for cast and crew
- Coordinating logistics for shoots
- Handling paperwork and contracts
- Assisting with budget management

This role offers a chance to be part of the exciting entertainment industry, working on diverse projects and collaborating with creative professionals.

Supply chain manager

Supply chain managers ensure that products move efficiently from manufacturers to consumers.

In this role, you'll:

- Coordinate with suppliers, manufacturers, and retailers
- Optimise inventory levels and shipping routes
- Manage logistics and transportation
- Implement and oversee quality control measures

This job is perfect for Coordinators who love solving complex puzzles and have a head for numbers and strategy.

Clinical research coordinator

In the healthcare field, clinical research coordinators play a crucial role in advancing medical knowledge. You'll be responsible for:

- Managing the day-to-day operations of clinical trials
- Recruiting and screening study participants
- Ensuring compliance with protocols and regulations
- Collecting and managing data

This career offers the opportunity to contribute to important medical research while utilising your organisational and interpersonal skills.

Museum exhibitions coordinator

For Coordinators with a passion for art, history, or science, working as a museum exhibitions coordinator can be incredibly rewarding. In this role, you'll:

- Plan and organise exhibitions
- Coordinate with curators, artists, and other museums
- Manage logistics for artwork transportation and installation
- Oversee budgets and timelines

This job allows you to work with fascinating artifacts and artworks while ensuring that exhibitions are presented beautifully and run smoothly.

Sports team operations manager

Behind every successful sports team is a skilled operations manager keeping things running smoothly. In this role, you'll:

- Coordinate team travel and accommodations
- Manage equipment and facilities
- Organise training camps and special events
- Liaise between players, coaches, and management

This job is perfect for sports enthusiasts who want to be part of a team's success without being on the field.

Sustainability program coordinator

As sustainability becomes increasingly important, organisations need skilled Coordinators to manage their environmental initiatives. In this role, you'll:

- Develop and implement sustainability programs
- Coordinate with different departments to reduce environmental impact
- Manage data collection and reporting on sustainability metrics
- Organise awareness campaigns and training sessions

This career allows you to make a positive impact on the environment while utilising your organisational and communication skills.

Which one sounds best to you?

These behind-the-scenes jobs represent just a fraction of the exciting opportunities available to Coordinators. Whether you're drawn to the glitz and glamour of event planning, the precision of supply chain management, or the satisfaction of contributing to important research, there's likely a Coordinator role that aligns with your interests and skills.

As a Coordinator, your ability to keep things organised, manage multiple tasks, and ensure smooth operations will always be in demand. To prepare for these careers, focus on developing your organisational skills, learn to use project management tools, and practice clear communication. Remember, attention to detail and the ability to see the big picture are key traits that will help you excel in any role.

Find out more about the world of work

Keen to explore more careers? You can read heaps of other blogs on our website [here](#).

Grow

Gap Years

[How a gap year can supercharge your resume and life skills](#)

For many students, the final year of high school can feel like a race to the finish line, with university or career plans immediately on the horizon. However, it's OK to take a step back and take a gap year too – in fact, it could be one of the most impactful choices you make. Far from being “time off,” a gap year is a chance to gain valuable experiences, skills, and insights that can set you up for future success. Here's how taking a gap year can help supercharge your resume and life skills, making you stand out in both the professional world and beyond.

Gain real-world experience

During a gap year, you have the opportunity to intern, volunteer, or work in fields that interest you. This hands-on experience can:

- Help you decide on a future study or career path

- Provide valuable skills that employers love (and the experiences and accomplishments to back them up)
- Give you an edge in applications

For example, if you're interested in teaching, you could [volunteer](#) with an educational organisation and teach English overseas. If you see yourself working in healthcare, shadowing a medical professional or volunteering in a healthcare setting can give you insight into that field. This real-life experience demonstrates to future employers or admissions officers that you're proactive and committed to your career path.

Develop independence and self-reliance

Whether you're travelling, working, or volunteering, a gap year forces you to:

- Manage your time and finances
- Make important decisions
- Solve problems on your own
- Adapt to new situations and cultures

These skills are crucial for success in further study and beyond, and can all work together to help you gain clarity about your next steps and future direction.

Boost your global awareness

Travelling, working, or volunteering abroad during your gap year could expand your world-view and builds cross-cultural understanding:

- Improve or gain language skills
- Build your understanding of global issues
- Make you more adaptable and open-minded
- Learn cultural sensitivity

In our interconnected world, employers and universities (particularly those with international operations) value candidates who have these qualities.

Enhance your soft skills

A gap year provides countless opportunities to really work on and gain essential [core skills](#) such as:

- Communication
- Problem-solving
- Teamwork
- Leadership
- Time management

These skills are often just as important as academic knowledge in the job market. It's also handy to have examples to use during interviews or applications that highlight these impressive skills.

Stand out from the crowd

A well-planned gap year can make your university application or resume unique. It shows:

- Initiative
- Maturity

- A willingness to step out of your comfort zone
- The perseverance to learn and adapt

These qualities could really set you apart from other applicants and improve your chances of successfully landing a place or position.

Expand your network beyond the classroom

During your gap year, you'll meet heaps of new people without even trying. Depending on what you choose to do, they could be:

- Fellow travellers
- Mentors
- Industry professionals
- Community leaders

These connections can be valuable for networking in the future. For example, a professional contact from a gap year internship could help you land a job after graduation, or a friend you met volunteering abroad might provide a reference for a [scholarship](#). Expanding your network through meaningful experiences can open doors that you may not have access to otherwise.

Recharge and refocus

Simply taking a break from formal education could help you:

- Avoid burnout
- Discover new passions
- Return to school with renewed enthusiasm and focus

Learning how to [balance your life](#) and all your commitments is a valuable skill in itself – and prioritising your mental health and wellbeing is always important.

Final thoughts

Taking a gap year can be a life-changing experience that propels you forward, both personally and professionally. While it might feel like you're stepping off the traditional path, the skills, experiences, and clarity you gain can set you far ahead of your peers.

Just remember, the key to a successful gap year is having a plan. Research your options, set goals, and make the most of this unique opportunity to supercharge your resume and life skills.

Find more information about gap years on our website [here](#). Still unsure? Take the gap year quiz to help you decide if a gap year is right for you.

Students with Disability

[Knowing your rights and advocating for yourself a student with disability](#)

If you're a student with disability in Australia, you have rights that ensure you can access education and employment fairly. Understanding these rights can help you advocate for yourself, whether in the classroom or the workplace. Let's dive into some key information and resources to help you stand up for your needs.

Your right to education

In Australia, the [Disability Discrimination Act 1992](#) protects your right to education. Schools, universities, and other educational institutions must treat you fairly and provide the necessary support for you to learn just like everyone else. This law makes it illegal for institutions to:

- Refuse to accept your application because of your disability
- Limit your access to opportunities or benefits
- Fail to provide reasonable adjustments, like special tools or extra support, that help you learn effectively

Reasonable adjustments could include things like using assistive technologies, getting extra time on exams, or having access to a note-taker. Institutions are required to make these adjustments unless it would cause them significant hardship.

This protection extends to all levels of education – from primary school to university – and includes public and private institutions. You have the right to participate fully in your courses and use facilities, the same as any other student. If your institution isn't providing the necessary support, you can speak up and ask for adjustments that make learning accessible to you.

Tips for advocating for your education

It's important to feel confident when advocating for yourself. Here are some steps you can take to help get the support you need:

Know your needs

Reflect on what accommodations or adjustments would help you succeed in your learning. For example, do you need extra time for assignments or tests? Do you need assistive technology, like a screen reader or speech-to-text software? By identifying what helps you learn best, you can make clearer requests.

Keep track of specific challenges

If you're having trouble accessing something in school because of your disability – whether it's an inaccessible classroom or course material – write down specific examples. This could be something like "I need a different seating arrangement because the current setup blocks my view," or "I can't access course materials because they're not available in a format I can use." Having specific examples makes your case stronger when you talk to staff.

Speak to the right people

Start by talking to your teachers or lecturers, who may be able to make adjustments in the classroom right away. If the issue is bigger, like needing assistive technology or changes to the physical environment, talk to your institution's support team or the disability services coordinator. It can also help to loop in a guidance counsellor or support worker who can advocate on your behalf.

Be clear and confident

When you approach someone for support, explain what the issue is and what adjustment would help you. For example, you might say, “I’ve noticed that I struggle to keep up with the lessons because I need additional time to take notes. Would it be possible for me to use a note-taking device or have more time during class activities?” Being clear and confident helps others understand the importance of your request.

Follow up

If nothing changes after your initial request, follow up with the person you spoke to. You can say, “I just wanted to check in about the support we discussed. Has there been any progress?” This shows you are serious and committed to getting the adjustments you need.

Remember, there is nothing wrong with asking for support, and institutions are required to provide reasonable adjustments to help you succeed.

Your rights at work

When it comes to jobs, the [Fair Work Act 2009](#) and *Disability Discrimination Act 1992* both provide rights that ensure that employers can’t discriminate against you because of your disability. This means:

- You can’t be denied a job, promotion, or training opportunity because of your disability.
- Employers must make reasonable adjustments so you can do your job. These adjustments could include modifying equipment, changing the physical layout of the workspace, or allowing flexible work hours.

Employers are required by law to make sure your disability doesn’t limit your opportunities at work. For example, if you use a wheelchair, they must make sure that the workplace is accessible. Or if you have a hearing impairment, they could provide assistive listening devices to help you communicate effectively.

It’s also unlawful for an employer to treat you unfairly in other ways because of your disability. Whether you’re applying for a job or already employed, you have the right to be judged based on your skills and abilities, not your disability.

Tips for advocating at work

Advocating for yourself in the workplace can seem challenging, so we have some tips to help you approach it:

Understand what reasonable adjustments are

Reasonable adjustments are changes made to your work environment or duties that allow you to perform your job effectively. These could be physical adjustments, like a standing desk or ramps, or policy adjustments, like flexible hours or remote work options. Knowing what kinds of adjustments are possible helps you make specific requests.

Prepare your case

Before you talk to your employer, be clear about what accommodations would help you perform your job better. Think about how these adjustments would not only benefit you but also make you a more productive employee. You can say something like, “I’m requesting a modified chair and keyboard so that I can work more comfortably, which will help me stay focused and improve my efficiency.”

Approach HR or a manager early

Don’t wait until a problem becomes unmanageable. If you’re starting a new job, it’s helpful to request any needed adjustments early, even before your first day. If you’re already employed, let your supervisor or HR know as soon as you identify a challenge. Approaching them with enough time to make adjustments shows you’re proactive about your needs.

Document everything

Keep a record of your conversations with your employer about reasonable adjustments. Write down the date, what was discussed, and any agreed-upon actions. If things aren’t progressing, having this information helps you take further steps if needed, like escalating the issue within the company or seeking outside support from advocacy organisations.

Know your resources

If you encounter resistance from your employer, know that you can reach out to the [Fair Work Ombudsman](#) or a local disability advocacy organisation. These groups can provide guidance, intervene on your behalf, or help you file a formal complaint if necessary.

By understanding your rights and advocating for yourself, you can ensure that your work environment supports your success and growth.

Tools and technology that can help you succeed

Assistive and adaptive technologies can be game-changers for students with disabilities. These tools help you do things more easily or independently, whether it’s in school or at work. Some examples include:

- Screen readers or magnifiers for students with vision impairments
- Speech-generating devices for students with communication challenges
- Adaptive seating and prostheses for those with mobility issues
- Educational software that tailors learning to your needs

By using these technologies, you can access information, communicate more easily, and participate fully in class or work.

Stand up for your rights

It’s important to know that if you face discrimination, there are ways to address it. You can:

- Talk to someone you trust, like a teacher, mentor, or family member, for advice.
- File a complaint with the [Australian Human Rights Commission](#) or the [Fair Work Ombudsman](#) if your rights are being violated.

Knowing your rights and advocating for yourself as a student with disability helps ensure that you have the same opportunities to succeed as anyone else. You deserve to be treated with respect and fairness in both school and work, so don't hesitate to speak up and ask for the support you need.

You can find more resources for students with disability on our website [here](#).

The Study Work Grow Research Team

Unit 6/149 English St, Manunda, QLD 4870

Phone: 07 4039 3862

Email: info@studyworkgrow.com

Find us online: www.studyworkgrow.com

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