

## Year 10 Careers Event 2019

### Information for Potential Presenters



**NORTHCOTE  
HIGH SCHOOL**

Thank you for expressing an interest in our Year 10 Careers Day for 2019 – on **March 12**.

Details of the program are below.

You will be participating in the section labelled “Careers Q&A session”.

In a nutshell:

- This is a time commitment from 12.45pm to 3.30pm (plus refreshments afterwards if you have time).
- If possible, we would like you to deliver THREE short sessions, one after the other. Each session is 30 minutes long.
- All three sessions are identical, but delivered to a different group of students.

You may wish to help out, but not wish to do three workshops. So talk to us about what you are comfortable with, as we will do our best to accommodate you.

The point of the activity is to help students:

- Find out more about a range of different career areas
- Gain an understanding of how people navigate their career path
- Become aware of the fact that change and unpredictability are a normal part of most people’s career journey and different approaches to handling this
- Gain insight into possible pathways into three different career areas (so it would be good if you came also equipped with answers to any questions about OTHER ways to get to your particular career). We can help you with this if needed – eg if you need up-to-date uni info.

### Outline of the event:

11.24am – 11.35am	<b>CONNECT</b> Tutors to mark rolls, bring students to hall	
11.35am – 12. 32pm	<b>KEYNOTE/PLENARY</b> Assembly-style JHL & KWI to open the “day”, set context, housekeeping TWO (or more) former students to outline their life journey so far.	
12.32pm – 1.17pm	LUNCH	
1.20pm – 1.50pm	<b>SESSION 1 – Careers Q&amp;A Session</b> 15 minutes presentation/talk 15 minutes Q&A	This is you – Sessions 1-3!
1.50pm – 1.55pm	CHANGEOVER	
1.55pm – 2.25pm	<b>SESSION 2– Careers Q&amp;A Session</b> 15 minutes presentation/talk 15 minutes Q&A	
2.25pm – 2.30pm	CHANGEOVER	
2.30pm – 3.00pm	<b>SESSION 3– Careers Q&amp;A Session</b> 15 minutes presentation/talk 15 minutes Q&A	
3.00pm – 3.11pm	QUICK REFLECTION (& feedback) with Tutor	
3.00/3.15 – 3.45pm	Refreshments & debrief for presenters & staff	

## Your session:

Arrive from 12.45pm for a 1.20pm start.

1.20pm	Session 1 starts
1.50pm	Session 1 finishes (5 minutes to change over; presenter stays put)
1.55pm	Session 2 starts
12.25pm	Session 2 finishes (5 minutes to change over; presenter stays put)
2.30pm	Session 3 starts
3.00pm	Session 3 finishes (presenter to make their way to Meeting Room 1 for refreshments)

### Remember, you are running **THREE IDENTICAL** sessions.

Students attend three different sessions.

You stay in the same room, students come to you.

Ideally, the workshops will be as follows:

- Up to 15 min discussion on career background and the skills and knowledge required and/or suitable for the career or industry
- The remainder of time is Q&A, responding to specific questions from your audience.

We hope you'll stay afterwards for light refreshments with the other presenters and staff members.

If you are still reading, now it's your turn!

**Please confirm your interest in participating via email to Kylie Witt.**  
[witt.kylie.i@edumail.vic.gov.au](mailto:witt.kylie.i@edumail.vic.gov.au)

We'll then send you a **surveymonkey link** asking for further details about your career and any additional requirements you may have in terms of your presentation (eg, audiovisual, type of space, etc)

### INFORMATION WE'LL BE LOOKING FOR:

#### 1. A short Bio - urgent

- Max 100 words, teenager-friendly
- I'm happy to expand dot points or shorten a lengthier Bio, and will send the final one to you for checking.
- This is used solely to help students choose which two sessions to attend.
- If you can get this to me **THIS WEEK**, that would be hugely appreciated.

#### 2. Your requirements for the day – not urgent

- AV requirements (OPTIONAL – there is no requirement to do „fancy“ things!)
  - If you have your own computer, this will be the safest option, but we can accommodate other scenarios with notice. Macs are trickier, so warn me if you are bringing one of those.
  - Most rooms have TV screens with sound capability, but if you let us know your needs, we can prioritise room allocation accordingly, as inevitably one or two will be on the blink.
- Special spaces (eg an outdoor space for our fireman), bearing in mind most of you will be in a standard classroom
- Anything else you might need, such as photocopying a flyer/handout.