

WORK EXPERIENCE OPPORTUNITIES

Below is a list of places that offer students work experience. Please note this list is not exhaustive and some require applications months or as much as a year in advance.

AUSTRALIAN BROADCASTING CORPORATION:

As the national public broadcaster, the ABC has historically provided high quality training for the television, radio, new media and digital services industries. Industry and work experience has been an important component of this training.

Details:

<http://www.abc.net.au/careers/cadetshipsandworkexperience/workexperience.htm>

THE ACADEMY OF INTERACTIVE ENTERTAINMENT:

The AIE Work Experience Program is a great way for secondary school students in years 10 to 12 to learn about the interactive entertainment and digital industries. The week will open the door to the range of career possibilities in the industry and allow students to get hands-on with the tools of the trade. The Work Experience Program encompasses a range of activities including 3D animation, programming, QA testing and much more. It is offered in April, May, June and July. Places fill fast.

Contact: melbourne@aie.edu.au

Details: <http://www.aie.edu.au/StudentInformation/work-experience-melbourne>

MELBOURNE THEATRE COMPANY:

MTC offers a limited number of work experience placements each year. Students in Year 11 or 12 are assigned to an MTC production for one week to observe rehearsals and assist with small stage management tasks as required. The dates of work experience are determined in advance and students must select their preferences at the time of application.

We strongly encourage students who identify as Aboriginal and/or Torres Strait Islander, those from culturally and linguistically diverse backgrounds, and those with disabilities to apply. As we receive a large number of applications each year, we are unfortunately unable to offer a place to every student who applies. Students must be 16 to apply, and preference will be given to students in Year 11.

Applications for the 2017 work experience program are now closed.

Information about **2018** work experience placements will be available here in November 2017. For enquiries email education@mtc.com.au

Details: <http://www.mtc.com.au/education/students/work-experience/>

LOCAL COUNCILS:

Our work experience placements provide students with the opportunity to explore possible career options within Local Government, in order to assist them with their career path. Whilst on work experience students will be given the opportunity to apply and enhance their knowledge and technical skills through exposure of a broad range of activities and gain practical, hands-on experience in the day-to-day operations of one of our departments.

Opportunities

Work experience placements are available in a variety of work areas including:

- Municipal Laws
- Administration and Finance
- Engineering
- Media and Communications
- Human Resources
- Information Technology
- Health and Fitness
- Parks and Gardens

Details:

<https://www.banyule.vic.gov.au/Careers/Work-Experience>

<http://www.whitehorse.vic.gov.au/Employment.html>

<http://www.melbourne.vic.gov.au/careers/Pages/careers.aspx>

https://www.boroondara.vic.gov.au/your_council/jobs/job-opportunities/secondary-and-tertiary-program

https://www.boroondara.vic.gov.au/Your_Council/Jobs/Career-pathways

<http://www.nillumbik.vic.gov.au/Council/Jobs-and-tenders/Work-at-Council/Work-Experience>

CSIRO

We offer high school science students the chance to gain first-hand experience of our core research in a scientific environment. Official applications for 2017 have now closed and successful participants will be notified by the end of May.

Our work experience program aims to give students the opportunity to:

- Gain insight and experience into CSIRO's everyday work, which involves solving the big questions facing our country and planet
- Enquire about the type of work being undertaken at CSIRO
- Find out the types jobs that are available in the science industry
- Gain relevant work experience and/or skills
- Explore their interests
- Align school studies with career aspirations.

Details:

<https://www.csiro.au/en/Careers/Student-and-graduate-opportunities/Work-experience>

DEFENCE:

Defence is committed to providing a national work experience program designed to:

- demonstrate the wide variety of interesting careers available within Defence;
- ease the transition of students into the workplace; and
- contribute to the development of the skills of young people.

Please Note: The Defence Work Experience Program offers unpaid work experience for students residing in Australia. See the exciting [work experience](#) placements that are on offer. If you have any queries or feedback in relation to the Defence Work Experience Program please send them to the following address: Email: Defence.WorkExperienceProgram@defence.gov.au

Details:

<http://www.defence.gov.au/WorkExperience/>

<https://defencecareers.nga.net.au/cp/index.cfm?event=listJobs&audience=typecode=defenceworkexp>

<http://bit.ly/2eJE11b>

Including Aviation roles, Army Technical, Navy Musician (4 places)

E.G Participants for the Navy Musician will have the opportunity to observe the diverse roles of a Naval Musician and to experience a range of music related activities under the close supervision of highly professional Naval personnel. Experience of concert band, ceremonial parade band, big band and chamber, rock and jazz ensemble rehearsals and performances are offered.

RESOURCES FOR EARLY CAREER PRACTITIONERS IN FILM

Film Victoria works closely with [Open Channel](#), Victoria's independent screen industry skills centre, which provides events, development and networking opportunities for emerging and early career filmmakers.

Many great organisations in Victoria provide learning opportunities for working in the film, television and games industries, and offer specialist courses for practitioners to further develop industry skills.

[Open Channel](#) regularly runs short courses, seminars and specialist courses for all experience levels. They also run a young filmmakers school designed specifically for teenagers during school holidays.

Details:

<https://www.film.vic.gov.au/funding/early-career/resources-for-practitioners>

THE NATIONAL GALLERY OF VICTORIA

The National Gallery of Victoria offers a limited number of one week work experience placements for secondary school students. The placements range from our Education Department to Front of House, NGV Members and NGV design stores. Work experience in any one facet of the NGV cannot be guaranteed.

Placements are limited and we cannot guarantee a placement for all applicants. For this reason we strongly recommend students having other work experience placement options.

Due to the limited number of placements per year, we may also not be able to accommodate your nominated dates. If this is the case, please ensure that you approach your school prior to submitting your application to see if there is any flexibility available.

Applications for placements in 2017 have now closed. We are taking applications from May to 2 October 2017 for work experience placements in 2018.

Details:

<http://www.ngv.vic.gov.au/about/people-and-careers/join-the-team/work-experience/>

STATE LIBRARY VICTORIA

Our work experience program for students in Years 10 and 11 is currently under review, and we are not accepting applications for 2017.

Details:

<https://www.slv.vic.gov.au/about-us/work-with-us>

PARKS VICTORIA

Parks Victoria at times provides work experience opportunities for secondary school students. Such opportunities offer benefits both to Parks Victoria and students. We welcome the opportunity to educate students on the work we do and to assist school students in making decisions about a career path. Work experience is an arrangement that exists between schools and Parks Victoria and we ensure that we comply with all relevant legislation when implementing such arrangements

How to apply?

To submit a work experience enquiry, please complete this form.(MSWord)

Application deadlines

All requests for work experience placements must be made by the following dates:

- For placements April to August the application must be in by **2 February**.

- For placements September to November the application must be in **2 July**.

Late applications cannot be accepted. Allow approximately 4 weeks for a response to your query.

Please note: Parks Victoria can not guarantee placements and recommends that students submit work experience applications with other organisations also.

Details:

<http://parkweb.vic.gov.au/learn/work-experience>

VICTORIA POLICE

The Victoria Police Work Experience Program provides a fantastic opportunity for high school students considering a career within Victoria Police. Students are placed at participating police stations and department units where they will have the opportunity to observe and learn from our Police Officers, Protective Services Officers, Protective Custody Officers and VPS personnel.

Victoria Police offers placements to students who are enrolled at Victorian Secondary schools. Students must be a minimum of 15 years of age at the time of placement and completing Year 10 or above. Placements are only offered to those students studying Year 10, 11 or 12. The program runs from March until November each year, placements outside these dates will not be arranged. Please note, placements take place for one week only (five (5) consecutive business days).

Nominations are to be submitted through Careers teachers only. Each school can nominate one student per year (unless stated otherwise). Schools with multiple campuses across various suburbs may nominate one student per campus. Applications are not to be submitted directly to any police station or department unit; no placements will be arranged outside the program.

Please be advised that a nomination of a student does not automatically guarantee a placement.

Applications will only be considered if all required forms are completed correctly and signed accordingly.

Details:

http://www.police.vic.gov.au/content.asp?document_id=16291

THE SUPREME COURT OF VICTORIA

The Supreme Court of Victoria is committed to providing a range of educational opportunities throughout the community, and being actively involved with community groups to enhance its status as an employer. The Court aims to provide an enriching environment that supports secondary school students in obtaining practical and worthwhile experiences in potential field of study or interest.

In doing so, the Supreme Court of Victoria offers secondary school students, in Year 10 or above and of the age of 15 years or over, the opportunity to participate in the Work Experience Program.

During a Work Experience placement, students can expect to undertake a range of activities, these include:

- Spend time observing cases in a court room;
- Experience working in different areas of the Court;
- Learn about the operation of the Court; and
- Observe the inner workings of the Court

How to apply

Please note that the court is no longer accepting applications for the 2017 Year 10 work experience program.

Further enquires regarding the program may be sent to the Human Resources Services Unit at hr@supremecourt.vic.gov.au.

Details:

<http://www.supremecourt.vic.gov.au/home/about+the+court/careers/work+experience+and+volunteering/>

VICTORIAN GOVERNMENT (Zoos, NGV, Melbourne Water & any more)

Discover a range of Victorian government services.

Details:

<http://www.vic.gov.au/services/education.html?page=10>

VIC ROADS

Each year VicRoads provides work experience opportunities for secondary school students. VicRoads work experience placements give students the opportunity to experience the relationship between school studies and the world of work, develop a greater awareness of their abilities and help them make appropriate career choices.

We offer work experience in areas such as:

- Engineering
- Finance / Accounting
- Human Resources
- Legal
- Media / Communications
- Information Technology

We work with the student and their secondary school to agree appropriate work experience for the required period.

Students will experience different aspects of work within their area of interest and be responsible for work allocated by their supervisor. The supervisor will set a structured learning plan in conjunction with the student and provide feedback to the student and school upon completion of the work experience. The school is responsible for providing the appropriate documentation before any placement can commence.

Students will be advised of the outcome of their application within 2 weeks of applications closing.

Applications for the 2017 Work Experience Program have closed.
Applications for the 2018 Work Experience Program will open on 1 February 2018 and close on 22 February 2018.

Details: <https://www.vicroads.vic.gov.au/careers/employment-programs-and-traineeships/work-experience>

YMCA

If you're interested in a career in aquatics, health and fitness, camping and outdoor education, student accommodation, youth services, children's programs, community development, management, OHS, marketing or administration services, we can assist you to discover a career full of diversity.

Work experience and student placement opportunities vary between YMCA centres. Please contact your nearest YMCA to ask about work experience opportunities.

Details:

<http://victoria.ymca.org.au/about/careers/work-experience.html>

ZOOS VICTORIA

Secondary school work experience can be an extremely valuable experience for young people. Zoos Victoria has developed a secondary school work experience program to inspire the next generation of youth to be inspired to work with wildlife.

Each year, Zoos Victoria selects a limited number students as part of their work experience program to gain experience at one of Victoria's three zoos; Healesville Sanctuary, Melbourne Zoo or Werribee Open Range Zoo. Although the programs are slightly different at each property, we hope that all students finish the week with a deeper appreciation for wildlife and the environment we share with them.

The program is an all-weather, full day work program (start and finish times vary per property). Successful students will be required to perform physically demanding manual labour duties under supervision.

Zoos Victoria accepts applications one year in advance from interested secondary students.

Who is eligible?

Victorian secondary students aged over 15 years are eligible for the program. School Careers Coordinators can only endorse **one** student per school.

Details:

<https://www.zoo.org.au/about-us/careers-at-zoos-victoria/work-experience/secondary>

**OTHER SITES YOU CAN SIGN UP FOR MORE INFORMATION ABOUT
WORK EXPERIENCE PLACEMENTS**

1. <https://au.indeed.com/Work-Experience-Placement-jobs-in-Victoria>
2. <http://www.workexperiencedirectory.com.au>