

A Parent's Guide to Work Experience

The Main Details

- ▶ In Week 10 Term 2 (23 to 27 June) **all Year 10 students must complete one week of work experience** at an employer of your choice as part of Unit 1 VCE Industry and Enterprise.
- ▶ This is **mandatory for all students** to allow you to get exposure to the world of work and to help you decide which subjects or VET subjects you may want to do in Year 11 and 12, and the career you pursue when you leave school.
- ▶ Work experience paperwork will be given out to students in STEP and must be returned to Careers in V3.5 by **Friday 30th May**.
- ▶ Students who do not participate in work experience will be required to come to school to complete alternative work experience program.

Benefits of Year 10 Work Experience

- ▶ **Helps you with selecting your VCE and VET subjects for 2026.**
- ▶ Adds a “work experience” to your resume, which can help you with **finding part-time work**.
 - ▶ **Some students are offered part-time jobs from their work experience**
- ▶ It can lead to more Structured Workplace Learning (SWL) opportunities in Year 11 and 12 (4 days school, 1 day work placement or school holidays)
- ▶ Can **lead to school-based apprenticeships and traineeships** through Headstart in Year 10-12.
 - ▶ Assistance with White Card for students interested in Building & Construction – email Jamie – Jamie.lee@education.vic.gov.au

Frequently Asked Questions/Tips

- ▶ **Where do I look for work experience?**
 - ▶ Talk to **friends and family** and find out what careers they do, and ask if anyone can take you on for a one-week placement in a career you are interested in
 - ▶ You are welcome to **approach businesses yourself** as a student that you think you may like to work at for a one-week placement. You can either call them or speak to a manager in person.
 - ▶ We will be releasing a list of previous employers CSC students have done work experience at, or you can use SWL Portal
 - ▶ Use Google Maps to research local employers
- ▶ **What if I cannot find an employer?**
 - ▶ Keep trying, it only takes one person to say yes to potentially set yourself up with a life-changing opportunity.
 - ▶ We will have an alternative work experience program running at school for Week 10 Term 2 including Virtual Work Experience and CareerTools Activities.