CAREER BULLETIN

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The qualities employers want from apprentices

Would you be surprised to know that employers are not always happy with the applicants applying for apprenticeships and traineeships? This is what the Commonwealth Department of Employment found from research into the labour market for apprentices across five traditional trade groups. Employers felt that many applicants were not really interested in the trade or in being an apprentice and that they had a poor work ethic. The Department recommends that if you are seeking to become an apprentice, you need to be able to demonstrate the qualities and attributes employers want. The main qualities sought by employers of apprentices are:

- Genuine interest in the trade
- Commitment to the trade and the apprenticeship
- A mature and positive attitude
- Reliability
- Strong work ethic
- Good presentation.

You can read more about the status of apprentices and trainees in Australia on page 33 of the Australian Jobs 2016 booklet. The booklet can be downloaded at https://docs.employment.gov.au/documents/australian-jobs-2015-publication (click on the PDF file).
Australian Defence Force (ADF) Job Finder

If you are interested in joining the ADF but find it difficult to choose an ADF job, use the Job Finder on the home page at [http://www.defencejobs.gov.au/](http://www.defencejobs.gov.au/) to get you started. This is a short questionnaire that gathers information about you and then comes up with ADF job suggestions.

Defence Work Experience Program

This program gives young people an opportunity to experience the Defence Force before making decisions about joining. To find out what is available, visit [http://www.defence.gov.au/WorkExperience/](http://www.defence.gov.au/WorkExperience/) (click on ‘Placements’ and ‘Qld’).

Upcoming Australian Defence Force information sessions

Wednesday 25 May 2016 at 6 pm - Women in Defence Information Session at Defence Force Recruiting Gold Coast, Robina. Walk in’s welcome. To book your spot, email your details to cptgoldcoast@dfr.com.au.

Wednesday 25 May 2016 at 6 pm - Officer Information Session at Defence Force Recruiting Maroochydore. Walk in’s welcome. To book your spot, email your details to defencejobsmaroochydore@dfr.com.au.

Wednesday 25 May 2016 at 6 pm - Aviation Careers Information Session at Defence Force Recruiting Brisbane. Walk in’s welcome. To book your spot, email your details to CPTQLD@dfr.com.au.

Wednesday 25 May 2016 at 6 pm - Defence Careers Information Session at Quest Mackay, 38 Macalister Street, Mackay. Walk in’s welcome. To book your spot, email your details to cpttownsville@dfr.com.au.

Monday 30 May 2016 at 6 pm - Commando Information Session at Defence Force Recruiting Gold Coast, Robina. Walk-ins welcome. To book your spot, email your details to cptgoldcoast@dfr.com.au.

Tuesday 31 May 2016 at 6 pm - Commando Information Session at Defence Force Recruiting Brisbane. Walk-ins welcome. To book your spot, email your details to CPTQLD@dfr.com.au.
Tuesday 31 May 2016 at 6 pm - Defence Careers Information Session at Charleville RSL. Walk in's welcome. To book your spot, email your details to CPTQLD@dfr.com.au.

Tuesday 31 May 2016 at 6 pm - Defence Careers Information Session at Gympie Civic Centre. Walk in's welcome. To book your spot, email your details to defencejobsmaroochydore@dfr.com.au.

See https://www.facebook.com/DefenceJobsAustralia/events for details of these information sessions. You can also find information sessions about the Army Reserve on this site.
Go get your dream career

This is the title of Graduate Opportunities.com 2016 ebook. While its intended audience is university students, it has lots of useful information for students in Years 11 and 12 who are exploring their future options. This information includes:

- Grad Stats – these show the destination of 2015 degree graduates (under 25 years of age), based on their field of study, four months after they completed their course. It also shows the starting salaries for these graduates.
- Profiles of graduates who are now employed
- Job search skills – including resumes, interviews, networking
- Industry snapshots – covers more than 25 different industries, providing information about the jobs within the industry, earnings, future employment opportunities, etc.

You can download the Go get your dream career ebook at [http://www.graduateopportunities.com/free-downloads/ebooks/](http://www.graduateopportunities.com/free-downloads/ebooks/). Also on this webpage are specific ebooks for many Australian universities.

Somewhere there must be a test that can tell me my ideal job

There are many tests that can help identify your career interests, work values, skills, aptitudes, personality, etc. at one point in your life when you do the tests. While they can’t tell you what your ideal job should be, they can increase your self-awareness and, usually, provide you with a list of possible jobs based on how you responded to the test questions. This information can be used to begin your career exploration to find a job that matches up with what you now know about yourself. The following tests/questionnaires are examples of instruments that can be used to come up with job ideas. Alternatively, you could visit your guidance counsellor/officer or career adviser and ask them about tests or questionnaires they recommend to get you started on your career exploration.

- myfuture – My career profile [http://www.myfuture.edu.au/](http://www.myfuture.edu.au/) (Sign up or Log in when first entering this site)
- Jung Typology Test (personality test) - [http://www.humanmetrics.com/](http://www.humanmetrics.com/)
Where do I get information about the jobs I’m interested in?

An important part of the career decision-making process is investigating the jobs you are currently interested in. There are many sources of career information available. The following are ideas you can use to get started.

**Read about the jobs** – The following websites have information on hundreds of jobs.

- myfuture [http://myfuture.edu.au/](http://myfuture.edu.au/) - go to Occupations (‘Sign up’ when you first visit the myfuture website)

**Talk to people** – People already in jobs are a great source of information.

- Your parents and relatives can tell you about jobs they have had. Also, as they know you better than most other people, they may be able to help you decide on occupations that may suit you.
- Develop your own information ‘network’: family friends, neighbours, sports coaches, friends’ parents, people you work with, etc. These people all have knowledge about the world of work and are generally happy to share information with you.
- People who currently do the job obviously can help. Don’t be too shy to approach these people even if you don’t know them – most don’t mind talking about their own work as long as you are polite, show interest in their work, come prepared with questions and don’t take up too much of their time.
- Employers can often give you a full picture of how the job you are interested in fits into their organisation as a whole. Ask them about educational requirements, employment opportunities and conditions of work but remember that these aspects of the job may vary among employers.
- Providers of courses should be able to tell you about the occupations their courses prepare you for. They can also give you information about the courses.

**Go and see** – Many events are held throughout the year to help you gather information.

- Career markets and expos – these commence in May each year and are held throughout Queensland.
- The Tertiary Study Expo (TSXPO) in Brisbane in July each year is an opportunity to find out about courses that can help you get into the job you want.
- University and college open days – university open days usually occur in July and August each year. Private college open days occur throughout the year. Take a generic list of questions to all open days so you can compare similar information while still asking institution specific questions.
- Work observation or work shadowing – follow a worker around for a day.

**Experience** – The best way to check out a job is to try it.
• This may be possible through work experience or work sampling organised through your school, or by holiday or part-time jobs.
• Undertaking a vocational education course in the work area you are interested in while you are at school is another way of experiencing the tasks and skills required in a specific occupation or industry.
One – Minute Film Competition

This competition provides Australian and New Zealand primary and secondary–school students with the opportunity to make a 60-second short film or animation. The theme for this year’s competition is Diversity. The two first-place prizes include $1000 in cash. Entries close on 5 August 2016. Find out more at http://1-minutefilmcompetition.org/.
Australian Film, Television and Radio School (AFTRS) course in Brisbane

AFTRS is Australia’s national screen arts and broadcast school. It is a federal statutory authority. AFTRS offers a B Arts (Screen) and short courses, some of which are offered online. It will offer Introduction to Screen Writing on 17 – 18 September 2016 at The Edge, State Library of Queensland, Brisbane. For details, visit https://www.aftrs.edu.au/short-courses/film (click on ‘Screen writing’ and scroll down to the Brisbane course). You may also be interested in their online short courses. See https://www.aftrs.edu.au/search?query=online+short+courses for information about these courses.

Bonded Medical Places (BMP) Scheme

The BMP Scheme is an Australian Government initiative to provide more doctors to locations (called Eligible Locations) that are considered by the Department of Health to be in need of qualified medical practitioners. The BMP Scheme provides funding for additional Commonwealth supported medical school places at Australian medical schools. From 2016, 28.5 % of all first-year Commonwealth Supported Places in Australian medical schools are expected to be bonded through this scheme. In return, after completing their medical course, participants agree to work in an Eligible Location in Australia for a total of 12 months (called Return of Service Period). The Return of Service Period can take place from the time they become provisionally registered, to five years after they attain fellowship (complete a specialty).

The application and selection process for the scheme is the responsibility of the universities and usually takes place after an application to study medicine has been lodged. In the case of the University of Queensland, Year 12 students can apply for a Bonded Medical Place when they apply for the Doctor of Medicine (MD) Provisional Entry for School-Leavers (Bonded Medical Places) through QTAC. An information booklet about the BMP Scheme can be downloaded at http://www.health.gov.au/internet/main/publishing.nsf/Content/BMP-2016.

Events at the Australian Catholic University (ACU)

University Experience Day – Registration for this event is now open. It will be held at the ACU Brisbane campus on Thursday 7 July 2016. On the day you can participate in workshops related to the degrees offered at ACU, meet staff and current students, check out the campus, get tips on preparing for uni and enjoy the entertainment. Register to attend at

Open Day – This will be held at the Brisbane campus on from 9 am – 2 pm on Saturday 23 July 2016. This is a must attend event to learn about the courses and student support services offered at ACU. Register to attend Open Day for a chance to win $5,000 for an ACU study trip to Rome at http://www.acu.edu.au/study_at_acu/future_students/undergraduate/experience_uni_before_you_start/open_day.

Griffith University updates

New in 2017 – The following are university wide changes for 2017:

- The academic year will be divided into Trimester 1 (27 February – 26 May), Trimester 2 (3 July – 22 September) and Trimester 3 (30 October – 2 February). T3 is optional and could be used as a catch-up trimester.
- Some degrees will have a fast track option, enabling students to finish in two years.
- There will be more flexibility to balance study with other activities (e.g. work, sports).
- More industry placements and internships within degree programs.
- New double degrees.
- Students can study online, on campus or a combination of both.

Single environmental science degree in 2017 – This new three-year B Environmental Science will have specialisations/majors in Ecology and Conservation, Environmental Management, Soil and Water Science and Urban Environments. Double degree options are B Environmental Science/B Laws and B Environmental Science/B Engineering. Details at https://degrees.griffith.edu.au/Program/1547/Overview/Domestic?searchHash=Q6DfmeYFwkJeJEn7OZ5L5crLefk%3D.

2017 Griffith Undergraduate Degree Guide - This guide has information about the courses you can apply for in 2017. Download the guide at https://www.griffith.edu.au/future-students/brochures. Course brochures are also available on this site.

Mathematics A and B bridging course – This is a self-paced modular course which runs on Monday nights on the Gold Coast campus from 22 February – 14 November 2016. There is no set starting date. You can start on any Monday night. Successful completion of the course will meet the Maths A and Maths B prerequisites and assumed study for degrees at Griffith. Visit https://www.griffith.edu.au/griffith-sciences/future-students/bridging-short-courses for details.

Year 10 Parent Evenings – At these evenings, Year 10 students and their parents will be given information about choosing subjects for future tertiary study; have their
questions about tertiary study answered; and talk to the parents of current Griffith students. The evenings will be held on:

- 7 June at Nathan campus
- 8 June at Logan campus
- 9 June at the Gold Coast campus.

Details will be on the website at https://www.griffith.edu.au/guidance-officers-teachers/events (click on ‘2016 Griffith events and tertiary expos’) shortly.

Could you survive a Mars mission? – Griffith’s Science on the Go website challenges you to test your skill/knowledge/imagination to survive a Mars mission. Visit http://scienceonthego.griffith.edu.au/interactive-learning/marsmission/ to start your mission. While you are on the Science on the Go website, read up on the latest science and technology news.

Hair and Beauty Winter School

The Brisbane School of Hairdressing and the Brisbane School of Beauty will offer this three-day workshop from 9.30 am – 3.30 pm from 4 - 6 July 2016 (during the school holidays). The Winter School program includes:

- Introduction to Hair Design including long hair styling
- Nail Art and Nail Care
- Basic makeup application with tips and techniques for contouring
- Communication and job presentation
- Personal styling
- On your last day you will be pampered with a Mini-Makeover.


Head Start at the University of Southern Queensland (USQ)

USQ’s Head Start program gives Year 10, 11 and 12 students an opportunity to study university subjects while still at school. In addition, the program provides:

- Guaranteed entry into a related USQ program on successful completion of a Head Start subject. Students must also meet the prerequisite subject requirements for the course
- A bonus for completing a Head Start subject when applying through QTAC
- Fee exemption (the first Head Start course/subject is free)
- Two points towards the Queensland Certificate of Education
- Academic credit towards a USQ degree
- Learn about a potential career as well as discovering what uni is like.
The Head Start program is offered online and at the Toowoomba, Springfield and Ipswich campuses. Applications for Semester two are now open and will close on 20 June 2016. Find out more at [http://www.usq.edu.au/headstart](http://www.usq.edu.au/headstart). To participate in Head Start, students must have the permission of their parents and their school.

**Information for future pilots**

PATS (Pilot Aptitude Training Systems) is a private organisation that prepares people for aptitude tests and interviews that are used by the Australian Defence Force and airline pilot cadetships (e.g. Cathay Pacific, Rex). For more information, see [http://www.pilotaptitude.com/](http://www.pilotaptitude.com/).

**Learn how to make coffee like a barista at Sarina Russo Institute**

This institute offers diploma and certificate courses in Business, Management (including hospitality) and Community Services. It also offers short courses including a Coffee Making course. This is a four-hour course that is offered monthly at the Brisbane campus. See [http://www.sri.edu.au/courses-for-domestic-students/short-courses/coffee-making.aspx](http://www.sri.edu.au/courses-for-domestic-students/short-courses/coffee-making.aspx) for details.

**News from CQU**

**Schools Business Challenge (SBC)** – SBC is a competition in which participating schools enter a team of four Year 12 students. Teams are challenged to correctly answer a number of multiple choice questions on business-related subjects. SBC is conducted over two rounds. Round 1 will be held at the CQU Cairns campus on Monday 20 June 2016 from 5 – 7 pm. Visit [https://www.cqu.edu.au/calendar/event-items/presentation/schools-business-challenge?SQ_CALENDAR_DATE=2016-06-20](https://www.cqu.edu.au/calendar/event-items/presentation/schools-business-challenge?SQ_CALENDAR_DATE=2016-06-20) for more information about SBC and the prizes to be won. Contact your business subject teacher if you are interested in this challenge.


**Accommodation at CQU** – Student residences are available at CQU Mackay and Rockhampton. Applications are lodged via the Student Residences Accommodation Portal. They can be lodged at any time. There is an Earn While You Learn program in which students can gain casual work at the residences. You can access the 2016 Student Residences Handbook at [https://www.cqu.edu.au/student-life/services-and-facilities/student-residences](https://www.cqu.edu.au/student-life/services-and-facilities/student-residences).

**News from the University of Queensland (UQ)**

**2016-17 UQ Young Scholars Program** - This program provides high achieving Year 11 students with an opportunity to discover, learn and engage with UQ’s academic
community and like-minded students from across Queensland. For more information, visit https://young-scholars.uq.edu.au/. Applications open on the 30 May and close on 12 August 2016.

**Interactive new periodic table of elements** - UQ’s School of Earth Sciences has launched a dynamic new periodic table of elements site for students, teachers and the community. This online tool can be found at https://periodic-table.earth-sciences.uq.edu.au/.

**Careers that shape the world program** – This event will be held on Tuesday 12 July 2016 (first week after the June/July holidays) at the St Lucia campus. It is designed to help Year 11 and 12 students choose a career. Sessions will be delivered from areas including:

- Business, Economics and Law
- Engineering, Architecture and Information Technology
- Health, Medicine, Behavioural and Biomedical Sciences
- Humanities, Social Science, Education and Arts
- Science.

You can view the session topics and register on the website at http://www.uq.edu.au/shapeyourworld/. The website has a ‘What career is right for me? Activity which might help you select sessions to attend.

**Exercise and Nutrition Sciences as your pathway to Medicine** – According to UQ’s School of Human Movement and Nutrition, the B of Exercise and Nutrition Sciences is a recommended pathway to UQ’s Doctor of Medicine program. Read more at http://www.hms.uq.edu.au/future-students/undergraduate-study/bachelor-of-exercise-nutrition-sciences/postgraduate-study-pathways/exercise-and-nutrition-sciences-as-a-pathway-to-medicine/.

**Queensland University of Technology (QUT) snippets**

**Win a MacBook Air at Open Day** – Register for Open Day, which will be held on Sunday 31 July 2016 to be held at the Gardens Point campus, to win a MacBook Air. Visit https://www.qut.edu.au/study/events/qut-open-day to register and to download the program for the day. The Caboolture campus will hold its open day on 21 August 2016.

**Webpage for international students** – International students interested in applying to QUT should visit https://www.qut.edu.au/international/applying/year-12. This site provides information on the application and offer process (which is different from that for domestic students) and pathways for gaining entry to courses.

**Railway Engineering Workshop in China**

The Engineering Link Group will be organising an engineering immersion experience in China again at the end of this year. The immersion includes a five-day workshop
where you’ll work in small groups to plan a new rail link between two existing lines. You will have lots of help from experienced engineers to prepare a submission to the Asia Development Bank. Find out more at http://telg.com.au/programs/overseas-tours/china/. On this site, you can download the 2015 itinerary, which will give you an idea of the program. The 2016 tour will be very similar. You can put your name down for the 2016 program on this site.

Study for a Day at SAE Qantm

The Study for a Day workshop is for students 15 years and older who are interested in studying Animation, Audio, Graphic Design, Web Design, Film or Games. It provides an opportunity to check out these study areas. You can also check out the facilities at the SAE Qantm campus in West End, Brisbane and explore the tertiary level courses offered. The workshop will be held from 9 am – 4.30 pm on Saturday 25 June 2016. Find out more and register at https://sae.edu.au/ (click on News & Events).

Study to be an enrolled nurse at the Mater

Mater Education offers a Diploma of Nursing. The course is delivered on a full-time or part-time basis. It is a full-fee course and VET FEE-HELP is available to eligible students. Year 12 students apply directly to Mater Education, not through QTAC. The full-time course has two intakes in February and July. Students who successfully complete the Diploma of Nursing through Mater Education are guaranteed up to one year’s credit towards the three-year Bachelor of Nursing at the University of Queensland and the Queensland University of Technology. See http://matereducation.qld.edu.au/Courses/Nursing/Diploma-of-Nursing for more information. In the past, Mater has offered one Indigenous part scholarship and two refugee part scholarships each year. Contact Mater Education later in the year to confirm if these scholarships will be offered in 2017.

TAFE Queensland Brisbane news

Doing uni differently – Did you know you can study a degree course at TAFE? TAFE Queensland Brisbane, South Bank campus delivers degree courses in partnership with the University of Canberra and Federation University. Students can receive from one to two year’s credit into these degrees by successfully completing a relevant diploma or advanced diploma at South Bank. See the list of courses offered in the Degree Pathways 2016 Course Guide that you can downloaded at http://tafebrisbane.edu.au/study-with-us/school-students/university-pathways/#.V0KuTelMQ3h.

Winter School Program – TAFE Queensland Brisbane will offer the following one day programs, at a cost of $20, during the 2016 June/July school holidays:

- 27 June – Hospitality: A life in hospitality – South Bank
- 28 June - Fashion ‘Grand Designs – Great Fashions’ – Mt Gravatt
- 28 June – Robotics/Networking – Mt Gravatt
• 29 June - Hospitality: A life in hospitality Mt Gravatt
• 29 June – Horticulture/Animal Studies – Mt Gravatt
• 30 June - Fashion ‘Grand Designs – Great Fashions’ – at South Bank
• 30 June – IT: Mobile Aps – Mt Gravatt
• 1 July – Photography: Light Painting – Mt Gravatt
• 4 July - Justice – Drugs and Law Q & A Qld Police and Solicitor – South Bank
• 4 July – Business/Marketing: Drone Racing Planning, Marketing, Doing! – South Bank
• 7 July - Film and TV ‘One story to rule them all’ – South Bank
• 7 July – Tourism and Events: Overview of the industry and career paths – South Bank
• 8 July - Acting and Performance – South Bank
• 8 July – Hair, Make-up, Glamour – Mt Gravatt
• 8 July – Cooking and Baking – South Bank

For more information and to apply for a program, contact Peta Wlodarczyk on telephone 3244 5684 or email Peta.Wlodarczyk@tafe.Qld.edu.au.

**UNIFI Creative Symposium** - Come along to UNIFI, South Bank’s Creative Student Symposium to find out about the creative degrees offered at the campus. It will be held on 28 May 2016. Get involved with Games, Visual Arts, Graphic Design, Music, Acting and Fashion. You can register to attend at [http://tafebrisbane.edu.au/about-us/events/#.V0OGoelMQ3h](http://tafebrisbane.edu.au/about-us/events/#.V0OGoelMQ3h).

**Bachelor of Applied Management and Accelerated Business Courses Information Evening** – This event will be held Wednesday 15 June 2016 from 6 - 7.30 pm at 66 on Ernest Restaurant, TAFE Queensland Brisbane, South Bank Campus. Register to attend on the website at [http://tafebrisbane.edu.au/about-us/events/#.V0Lh6ulMQ3g](http://tafebrisbane.edu.au/about-us/events/#.V0Lh6ulMQ3g).

**Updates from Bond University**

**Actuarial Science at Bond** – Bond offers three actuarial science programs:

• B Actuarial Science
• B Actuarial Science (Honours)
• B Actuarial Science/B Laws.

Actuarial Science applies elements of economics, finance, statistics and advanced mathematics to interpret, manage and evaluate risk. It is currently a much in demand area of study globally. Visit [https://bond.edu.au/future-students/study-bond/search-program/actuarial-science](https://bond.edu.au/future-students/study-bond/search-program/actuarial-science) for more information.

**Bond with Bond** – Bond will hold a number of these events nationally. They will provide an opportunity for potential students and their families to find out about study at Bond. The Queensland Bond with Bond events will be held:

• Thursday 26 May 2016 from 6.30 – 8 pm at Hilton Cairns
• Monday 11 July 2016 from 6 – 8 pm at the Old Hall, Toowoomba Grammar School, Toowoomba
• Wednesday 13 July 2016 from 6 – 8 pm at Bond University, Robina, Gold Coast.


**Twilight Open Day** – Bond’s Open Day in 2016 will be held from 2 – 6 pm on Saturday 23 July. You can register now for Open Day to receive an all-access pass to the Bond campus. Find out more at https://bond.edu.au/future-students/study-bond/see-yourself/open-day.

**Applying to study at Bond** - Apply online directly to Bond for all courses except medicine. The criteria Bond uses to select Year 12 applicants includes, academic achievement (based on school predictions – the minimum cut-off for most courses has been OP 9 – 10 in the past), extracurricular activities and personal attributes (community participation, leadership, etc.) and a school reference. The early offer application closing date for entry in 2017 is 31 July 2016. Offers are sent to applicants in October. You can apply for Bond scholarships on the application form. Information about the application process is at https://bond.edu.au/future-students/study-bond/how-apply/application-process. Apply for Bond’s Medical Program through QTAC in early February 2017.

**What foreign languages can I study at university?**

Students studying at Griffith University, Queensland University of Technology and the University of Queensland can study a large range of languages. If the language you want to study is not available at your own university you can study it at another university through the Brisbane Universities Languages Alliance (BULA). Languages available through BULA include Chinese, French, German, Indonesian, Italian, Japanese, Korean, Russian and Spanish. Visit https://www.bula.edu.au/default.aspx for more information about how BULA works, how to apply and language scholarships.

**What’s up at the University of the Sunshine Coast (USC)**

**Voices on the Coast** – This is an annual youth literature festival for students in Years 5 – 12 presented by Immanuel Lutheran College and USC. It will be held on 6 and 7 June 2016 at the USC Sippy Downs campus. Find out more at http://www.voicesonthecoast.com.au/.

**Experience USC** – This program is for Year 9 and 10 students who are keen to learn more about careers offered through study at USC. Students can experience university and explore possible career pathways. The program will be held:

• Tuesday 7 June 2016 at the Fraser Coast campus
• Wednesday 8 and Thursday 9 June 2016 at the Sippy Downs campus.
Visit http://www.usc.edu.au/connect/schools-and-parents/on-campus/experience-usc for more information. See your guidance officer/counsellor if you are interested in attending this program.
Australian Jobs 2016

Want to know the employment trends for jobs you are interested in? The Australian Jobs 2016 booklet provides information about employment trends by location, age, industry and occupation. It will help you understand where the jobs are and what employers look for when recruiting. It highlights the changes in the Australian labour market, noting that large numbers of new jobs are expected to be created over the next five years. It also provides a guide to where these jobs are likely to be. Download the booklet at https://docs.employment.gov.au/documents/australian-jobs-2015-publication (click on the PDF file).

The hidden jobs market

The following points are adapted from ‘Where are all the jobs? The hidden jobs market’ written by Marni Williams. The full article can be accessed from the Career FAQs website at http://www.careerfaqs.com.au/news/news-and-views/where-are-all-the-jobs-the-hidden-jobs-market-revealed/.

- The hidden jobs market consists of jobs that are available but aren’t advertised.
- It is estimated to be from 50 - 80 per cent of the entire jobs market.
- To access the hidden jobs market you need to network.
- Networking is not just about meeting lots of people. Effective networking means being focused by first deciding what sort of work you want.
- Then you need to identify employers who offer that sort of work. A helpful website that lists large employers in Australia is Job Adviser at http://www.jobadvisor.com.au/. Your social network (family, friends, friends’ parents, neighbours, etc.) can also help you identify employers.
- Put dollars at the bottom of your priority list, particularly when you're starting out.
- You may not get your ideal job first up. It is more important to find an employer and job that gives you a pathway you want to take.
- Approach employers who look promising. There's a fine line between being persistent and being annoying, so always be very conscious and respectful of people's time.
- If you say you want to work for an organisation, have a clear set of reasons why – saying, ‘because you look like a cool company’ isn’t a very strong reason. Instead think about their values as a business, the market they operate in, their reputation, how they fit in with your own vision.
African Conservation Experience (ACE) for Gap Year students

ACE works with conservation projects in South Africa, Botswana, Zimbabwe and Mauritius. Project options include working in a wildlife care centre, having a wildlife veterinary experience or becoming a marine conservation volunteer. For more information about this organisation and its projects, see https://www.conservationafrica.net/who-fits-conservation-travel/gap-year-students.

Gap year program organisations at the Brisbane Expo

The following gap year program organisations will have representatives at the Brisbane Careers and Employment Expo this weekend (Friday 27 and Saturday 28 May 2016) at the Brisbane Convention Exhibition Centre.


ASSETS summer schools for STEM

The summer schools are open to Aboriginal and Torres Strait Islander students from all over Australia who are in Year 10 and who are interested in science, technology, engineering and maths. The 2016-17 summer schools will be held in Adelaide, Newcastle and Townsville. Each summer school has cultural, academic and personal development strands. Visit http://www.csiro.au/en/Education/Programs/Indigenous-STEM (click on ‘Upcoming summer schools’) for program details. Applications will open on 13 June 2016 and close on 31 July 2016.

InspireU Business

This is the University of Queensland’s residential business camp for Aboriginal and Torres Strait Islander Year 11 and 12 students with an interest in studying business. It will be held from 26 June – 1 July 2016 (during the school holidays) at the St Lucia campus. Students will participate in workshops, lectures, workplace visits and other activities designed to provide a practical insight into business and economics and the many opportunities for study and careers in this industry. Applications close at 5 pm on Friday 27 May 2016. Visit http://www.atsis.uq.edu.au/inspireu-business to access the application.

Reminder about the 2016 Indigenous Youth Leadership Camp

Applications are open for all Aboriginal and Torres Strait Islander students in Years 10 -12 to attend the 2016 Indigenous Youth Leadership Camp (IYLC). IYLC will be held at International House (a residential college) at the University of Queensland, Brisbane from Monday 27 June to Thursday 30 June 2016 and is free for students. The camp will give students a chance to develop their leadership skills, experience residential and university life, improve their team work skills and public speaking abilities, and establish strong friendships with current university students and fellow high school students from across Queensland.

Applications are to be filled out by the student’s parents/guardians by Friday 10 June 2016. They can be downloaded from http://www.internationalhouse.uq.edu.au/event/indigenous-youth-leadership-camp-2016/. For more information, visit the IYLC Facebook page at https://www.facebook.com/IndigenousYouthLeadershipCamp. You can also email questions or concerns to Taylah, the IYLC Officer, at ihfoundation@inthouse.uq.edu.au.
‘The Job I Love’ website

This website focuses on jobs in 12 different service industries, including business, fitness, community pharmacy, retail, hairdressing, beauty, community recreation, outdoor recreation and floristry. The information provided for each industry includes the jobs available, the duties for each job and the training required for each job. The website can be accessed at http://thejobilove.com.au/.

Is your future on track? Explore rail careers


QTIC Tourism and Hospitality Career Guide

The guide has been produced by the Queensland Tourism Industry Council (QTIC). It contains information on jobs directly and indirectly related to the industry. You can download it at https://www.qtic.com.au/resources/qtic-tourism-hospitality-careers-guide.

Queensland Police Recruiting seminars

If you are interested in exploring the career opportunities within the Queensland Police Service, you can attend a seminar. Seminars are held throughout the year. Queensland Police also have a stall at most career expos in Queensland. Visit http://www.policerecruit.qld.gov.au/ for dates and bookings.

What careers use mathematics?

The Australian Mathematical Sciences Institute has developed a website containing 21 career profiles that require mathematical skills. The website can be found at http://www.mathscareers.org.au/.

What is an Oncology Dietitian?

The My Health Career website at https://www.myhealthcareer.com.au/Dietetics/Oncology-Dietetics has a case study written by an oncology dietitian. This is an emerging field of practice that starts with
What makes a great engineer?

Peter McCarthy has been involved in engineering for over 45 years. During this time, he has learnt attributes that he believes make a great engineer. You can read about his list of attributes on the Engineering Link Group website at http://www.telg.com.au/what-makes-a-great-engineer/ and learn more about an engineering career.
Brisbane Careers and Employment Expo this weekend

A reminder that this expo will be held on Friday 27 and Saturday 28 May 2016 at the Brisbane Convention Exhibition Centre. At the Expo you will be able to talk to representatives from universities, TAFE Queensland, private colleges, industry groups, gap year programs, etc. Seminars will also be held. You might be interested in the following seminars.

- **Pathways to your future** presented by QATC staff
- **Career Options in the Australian Defence Force** presented by Defence Force Recruiting
- **What study options are available overseas** presented by Study and Play USA
- **What jobs suit your interests and skills** presented by Careers Australia
- **What happens if I don’t get the ATAR/OP I need?** Presented by TAFE Queensland
- **Everything you need to know on how to secure scholarships** presented by the University of Southern Queensland


**JMC Academy Information Session**

JMC Academy is a private college that offers diploma and degree courses in Animation, Audio Engineering and Sound Production, Contemporary Music and Performance, Digital Design, Entertainment Business Management, Film and Television Production, Game Development and Song writing. It will hold an Information Session at its South Brisbane campus from 6 – 7 pm on Tuesday 7 June 2016. For more information and to book to attend, go to [http://www.jmcacademy.edu.au/events/information-sessions/jmc-academy-information-sessions](http://www.jmcacademy.edu.au/events/information-sessions/jmc-academy-information-sessions).

**Natural Health Open Day at Endeavour**

Endeavour College of Natural Health, located in Brisbane and on the Gold Coast, offers degree courses in Acupuncture, Myotherapy, Naturopathy, Nutritional and Dietetic Medicine and Complementary Medicine. It will hold Open Days at both of its campuses on Saturday 25 June 2016. For information about these events and to register to attend, visit [http://www.endeavour.edu.au/events](http://www.endeavour.edu.au/events).
Open Night at Christian Heritage College (CHC)

CHC is a Christian higher education institution that offers accredited bachelor degrees in business, education, humanities, social science and ministry. The college is located in Mansfield, Brisbane. Applications to CHC are through QTAC. HECS-HELP and FEE-HELP are available to eligible students. The college will hold an Open Night from 5.30 – 7 pm on Wednesday 22 June 2016. At this event you can talk to CHC staff about their courses and the careers they lead to. Register to attend at http://www.chc.edu.au/event/chc-open-night/. You can download the CHC 2017 course guide at http://www.chc.edu.au/2017-course-guide-now-available/.

Rediscover TAFE Queensland South West

Explore the practical courses, facilities, payment options and pathways to further study on offer at Rediscover TAFE Queensland South West to be held on:

- 9 June 2016 from 9 am – 6 pm at the Bundamba campus
- 16 June 2016 from 9 am – 6 pm at the Toowoomba campus.

Visit http://tafesouthwest.edu.au/about-us/events/#.V0FMRulMQ3g for more information.

TAFE Queensland East Coast Information Sessions

Visit TAFE Queensland East Coast on 14 June 2016 for information about the courses offered and a tour of the facilities at the Bundaberg, Hervey Bay and Gympie campuses. Details at http://tafeeastcoast.edu.au/about-us/events/#.V0FKuulMQ3h.
ATARRs and OPs

All states in Australia, except Queensland, call their Year 12 tertiary entry score an Australian Tertiary Admissions Rank (ATAR). The ATAR is a number between 0 and 99.95 (highest) with increments of 0.05. The Queensland Curriculum and Assessment Authority (QCAA) calculates an ATAR for OP students. This is used by interstate tertiary admissions centres for tertiary admissions purposes and within Queensland for greater discrimination of applicants for very competitive tertiary courses and sometimes to select applicants for scholarships.

Tables converting OPs to QTAC selection ranks and QTAC selection ranks to ATARRs can be accessed from the QTAC website at http://www.qtac.edu.au/applications/apply-here/applying-interstate. Both of these tables are based on 2015 Year 12 results so can be used as a guide only. You can learn more about ATARRs and how to obtain an ATAR statement from the Student Connect website at https://studentconnect.qcaa.qld.edu.au/12654.html.

Which is the best university?

All Australian universities offer accredited courses that can lead to employment. Consequently, the better question is ‘Which is the best university for me?’ Consider the following when researching universities.

- Is the course offered at this university a pathway to the job I eventually want?
- Where is this university located? Can I realistically travel there? What are the transport options?
- Will the university help me gain work experience in my career area of interest while I do the course?
- How hard is it to get into this university?
- Are the courses at this university full-fee or are they subsidised by the Commonwealth Government and eligible for HECS-HELP?
- If the courses are full-fee, is the institution accredited for FEE-HELP?
- Where do students of this course at this university go after they graduate?
- What support services are available at this university?
- What co-curricular activities (sport, clubs, etc.) are available at this university?
- What is the ‘atmosphere’ or working and social environment of the university like?
- Is it important to me to go to the same university as my friends?
The following resources can help you with your research.

- **The QILT website** at [https://www.qilt.edu.au/](https://www.qilt.edu.au/). The QILT website helps you compare official study experience and employment outcomes data from Australian higher education institutions.

- **Hobsons Course Finder** at [http://www.hobsonscoursefinder.com.au/](http://www.hobsonscoursefinder.com.au/). This site has a rating section for all Australian universities. The content comes from The Good Universities Guide. You can also search for courses and institutions on this site.


Other sources of information are:

- Open days – download a list of open day and career/course expo dates from the QTAC website at [http://www.qtac.edu.au/courses—-institutions/open-days-expos](http://www.qtac.edu.au/courses—-institutions/open-days-expos)

- University brochures – obtain these at open days, expos and university websites

- University websites

- Current students at the university (you will have access to these students at open days).
Top 10 tips for study success for high school and university students

The following tips are from the University of the Sunshine Coast.

**Location, Location, Location** - Are you serious about getting your study done? Find a good location. Use libraries, study rooms or empty classrooms. Have a space especially for study.

**Make it a habit. Do some study every day** - Cramming is not a good way to understand and retain large amounts of information. Schedule some time every day to stay on top of reading and research.

**Help exists. Search for it and improve your grades** - Whether you are an A student or a D student, you can strengthen your skills. Get to know your teachers and other support people and ask for help when you need it.

**Write it down** - Use a day planner or wall calendar. Plan time for coursework and plan ahead for assignments and exam periods.

**Get energised. Eat, exercise, sleep** - Fatigue and stress weaken memory and comprehension. Eat properly, exercise regularly and get adequate sleep.

**Perform like a pro. Go to class prepared and take good notes** - Don’t miss classes. Someone else’s notes are not going to be as good as having gone to the class yourself. While taking notes, listen for examples or emphasised points. Ask questions. Learn as you go and you won’t find yourself unprepared the night before the exam.

**What’s the ‘big picture’?** - Learning requires understanding of how pieces of information fit together to form a ‘big picture’. Use course outlines, tables of contents, and headings and subheadings to organise information.

**Do something to remember key information** - Be active! Generate examples, create reminders and prompts, make summary notes, identify key words, highlight textbooks or add margin notes. Improve your memory by being creative and interested.

**Think you’ll remember key points? Prove it!** - No matter how well you understand something, without practice forgetting will occur. Before a test, recall information without looking at notes or textbooks and by doing practice questions.
**Be ‘test smart’** - Don’t lose marks because of test-writing errors. Use strategies to tackle different types of tests. Read instructions, budget time to marks and do less difficult questions first to build confidence.
'The above information has been gathered from a range of sources including publicly available websites, institutional and organisational newsletters, student and career advisers and guidance officers. Every effort has been made to ensure the information provided is accurate and up-to-date at the time of publication.'

'The Career Information Bulletin can only be distributed and used by members of the school community of the school that has purchased membership to Options Career Information. Options Career Information does not give permission for any member to pass on its resources to any other organisation.'