

Job Ready Workshops

Workshops/Presentations have been developed to accompany career development teachings, and can be tailored to your students' needs. Workshop/presentation run for 30 - 45 minutes, and can be delivered in-class or Online.

Below is a current list of Workshop/Presentation available.

WORK READINESS WORKSHOPS

1. Goal Setting Workshop - This workshop covers work and life skill of setting goals and achieving them to build confidence. We go over the steps to take in setting and achieving goals and review some practical examples.

2. Future of Work Talk - This presentation outlines what students need to know to develop the skills and traits to be able to thrive in the world of work of the future.

How is the world of work changing, and what trends are we seeing in the type of jobs, and the skills and capabilities required for it? What industries can we reasonably expect to grow and how can students acquire the skills, traits and capabilities that will allow them to thrive in an ever changing job market?

3. Resume & Cover Letter Writing Workshop - This workshop is tailored to a young audience. It allows students to understand what to look for when reading and evaluating job advertisements. They learn how they can put their best foot forward when marketing themselves to a prospective employer, even without much work experience. We also discuss how to identify transferable skills, and how to tailor a resume for relevancy, as well as writing a winning cover letter.

4. How to Choose & Steer Your Career Workshop - This interactive workshop guides Young People for successful transition into their dream career. Activities will provide students with the opportunity to do some self-reflection to assess where they currently are in choosing a suitable career, to understand what employers are looking for and consider what they can do (inside and outside the classroom) to achieve their career goals.

YOUNG WORKERS RIGHTS AT WORK PRESENTATIONS

1. Your Rights at Work - Directed at young people who may be looking to get their first part-time or casual job. It gives important information about how to understand how they are employed, including contracts, payslips and how to find your minimum wage

2. Apprentices and Trainee Readiness - a combination of the above topics specifically designed for apprentices and trainees

3. Occupational Health and Safety - This presentation will cover a practical understanding of OH+S procedures and laws, the role of HSRs and how to keep safe at work

4. Bullying and Discrimination at Work - covers what constitutes workplace bullying, sexual harassment and discrimination, as well as the tools for responding to these issues

If you'd like to book a session for you students, contact Bret at bmahon@inllen.org.au