

Real Industry Job Interviews (RIJI) is a work readiness program that is delivered by teachers, with support from INLLEN and an industry partner, to assist students in developing their job search, resume writing and interviewing skills.

While targeting Year 10 students, those in Years 9-12 are also welcome, especially VCE VM students. The Program is delivered in class as part of a school's curriculum through a series of seven guided lesson plans, culminating in a face-to-face interview with a local volunteer employer in Term 4.

The 2025 RIJI program will include:

- **Compulsory Professional Development Session** for program delivery teachers - detailed information about the Program, expectations of delivery, and collaborative program delivery plan development (at least one representative from each school)
- **Comprehensive Teacher Resource**
- **Employment/Recruitment Specialist** (Industry Partner) in the classroom
- **Face to Face External Interview Event** in October with personalised feedback to students

2025 Key Dates

Term 1	Fri, 14 Feb	RIJI EOI – last date for submission
	Wed, 5 Mar 11:00 – 1:30pm	Teacher PD - compulsory attendance for program teachers 420 Victoria Street, Brunswick
Terms 2-4	Flexible	RIJI Program delivery in-class by teachers with support from an industry partner (on request)
Term 4	Tue, 14 & Thu, 16 Oct	Mock Interview Events – Darebin (Aborigines Advancement League, Thornbury)
	Tue, 21 Oct	Mock Interview Event – Yarra (Fitzroy Town Hall, Fitzroy)
	Thu, 23 Oct	Mock Interview Event – Merri-bek (Coburg Town Hall, Coburg)

CONDITIONS OF PROGRAM PARTICIPATION:

- Cost per school is **\$500 + GST** and invoice to be paid prior to end March 2025
- **All RIJI Teachers** attend the **Teacher PD Session**
- **Completed MoU is signed** (Principal, Staff and RIJI Coordinator) and returned prior to program commencement (MoU & Invoice follows EOI)
- A **minimum of 4 one-hour sessions** are delivered in-class
- **To be eligible for interview**, all students must submit a completed Student Interview Pack (Job Ad, Cover Letter and Resume) to their teacher and, once checked, teachers are to upload a completed **Class Summary and associated Student Interview Packs by 29 August 2025**.

To participate in RIJI 2025, please complete the following section and email to **Rochelle Darby, Manager School to Work Program E** rdarby@inllen.org.au by **Friday 14th February 2025**, or call for further information on **M: 0408 036 602**.

EXPRESSION OF INTEREST – RIJI 2025 (To help with planning, please complete with as much detail as poss.)	
School/ Educational Organisation:	
RIJI School Contact:	Role:
Phone:	Email:
Number of Teachers delivering RIJI:	Total Estimated Student Numbers:
Year Level(s) & Delivery Class: e.g. Yr 11 VCE VM WRS e.g. Yr 10 Literacy	Estimated Number of Students per Group: e.g. 20 e.g. 100 (5 classes)
Program Delivery Timing: Start/End/Frequency	Industry Partner Requested: Yes / No
Preferred RIJI Event: Select one Darebin: 14 th OR 16 th Oct Yarra: 21 st Oct Merri-bek: 23 rd Oct	
I have read the above information, including the Conditions of Program Participation, and I authorise my school to participate in the 2025 Real Industry Job Interview Program.	
Principal Name:	
Signature:	Date:

Thank you for registering your interest in RIJI 2025 and we look forward to working with you and your team.

What happens next? We will be in touch again in early Term 1 with an MOU, invoice, Industry Partner discussion (if one was requested), and registration details for the Teacher PD on 5 March.