

# How to get involved

## A guide for industry and employers

### Overview

#### What is the Year 9 Career Taster Program?

The Year 9 Career Taster Program (CTP) is an exciting and innovative program, designed to challenge students' thinking about careers and make connections between education and post-school opportunities.

The CTP has been developed to meet an election commitment under the State Government's Jobs Plan. It is a four-year, State-wide program involving public, Catholic and independent school sectors. The program provides students with opportunities to engage with the world of work, learn about different industries and career pathways and the skills required for them.

#### When will the program be available?

The CTP commenced in February 2022 and will run over four years to the end of 2025.

#### What is industry's role in the program?

The active participation of employers and industry bodies is a central part of the success of the CTP. Through experiential and engaging interaction with the world of work, students will get a more realistic view of different industries and occupations and the skills required for them. It will also help students make connections between their schooling and post-school options, and make more informed decisions on their subject selections for Years 10, 11 and 12.

#### How can employers and industry bodies become involved in the CTP?

There are a number of ways for employers to participate in and contribute to the CTP, including but not limited to the following:

- » **Promoting the program** and encouraging their networks and peers to be involved in providing career taster experiences for schools and students.
- » Providing **practical experiences**, such as excursions to worksites, speaking at school visits and attending career expos, and offering online or virtual tours of their industry.
- » Developing **industry career pathway resources** that can be used to guide students to make informed career decisions.
- » Offering **mentoring and coaching** opportunities where students and schools can connect directly with industry contacts to ask questions and receive first-hand information about jobs and career pathways.

Employers can advertise their career taster events and experiences through the online **Career Taster Portal**. Schools can search for taster experiences that align with their students' interests, and contact employers directly to arrange an event or experience.

### **What are the benefits for employers?**

The program provides a fantastic opportunity and platform to showcase your industry to young people and spark their curiosity about the current and future career pathways available. Participating in the CTP is also a great way for employers to make a positive contribution to their local communities and help shape the future of their workforce.

### **Where can I get more information?**

Contact the CTP project team at **Career.TasterProgram@dtwd.wa.gov.au** to register your interest in becoming involved in this exciting new program, or visit the Career Taster Portal at **careertasterportal.jobsandskills.wa.gov.au** for more information and further resources.



## Getting started

The *Year 9 Career Taster Program* (CTP) provides industry bodies, employers and training providers with an opportunity to showcase their industry to engage young people and highlight opportunities and career pathways on offer.

Flexibility is a key component of the program – employers can choose their level and type of involvement, however big or small. There is no set model. The focus of the CTP is on providing students with broad exploration of a diverse range of industries and occupations.

By providing an engaging experience for students, employers can promote their industry and build their future workforce, while contributing to a young person's future. In addition to this, being part of the CTP will also enable employers to build networks with local schools, TAFE colleges and training providers.

### Step 1 – Plan your CTP student experience

Employers can decide exactly what their CTP involvement will look like and what sort of experience they are willing and able to provide to students. When planning an experience, consideration should be given to the resources required to deliver, and what student cohort the event will be aimed at.

#### Which students to engage?

The experience may be suitable for all Year 9 students, or it could be targeted specifically at a certain cohort, such as students who are:

- » located in regional or remote areas;
- » at risk of disengaging from school; or
- » those with additional learning needs.

#### What sort of experience to deliver?

Employers have huge flexibility in designing their experiences, which should be centered around the capacity and resources of each employers' business or industry. When planning an experience, some key considerations could be:

- » **the format of the experience** (Will it be an incursion or site visit? Will it be online, a presentation, or a hands-on activity? Will it be a camp or On-Country experience?);
- » **the logistics involved** (How many staff members from the organisation are required? How often will the event or experience be held? How long does it go for? Is transportation required for either students or staff?); and
- » **costs involved** (Is there a cost involved for schools or the host organisation? Is this feasible for all parties?).

### Step 2 – Register your experience through the Career Taster Portal

Once an employer has planned the experience to be delivered to Year 9 students as a part of their CTP experience, the employer can go to our online database to register. You can contact our team at any time through the Career Taster Portal at [careertasterportal.jobsandskills.wa.gov.au](https://careertasterportal.jobsandskills.wa.gov.au). Alternatively, we can be reached at [Career.TasterProgram@dtwd.wa.gov.au](mailto:Career.TasterProgram@dtwd.wa.gov.au)

Employers can fill out our **Nominate an experience form** through the Career Taster Portal (the Portal), where you can include details on what the experience will look like, the format and the frequency with which it can be provided. Our team will review your submission and contact you if we require any further information.

### Step 3 – Your CTP experience goes live!

Once the experience has been approved and uploaded to the Career Taster Portal, it can be seen by anyone searching the site. Schools, teachers and career practitioners can browse the Portal to look for events and experiences in their area that would be suitable for their cohort. From there, they can see what's on offer and get in contact to arrange delivery.

Employers can also make use of the Portal to search for other experiences available. This might serve as a source of inspiration for your own CTP delivery, or encourage you to develop local and/or industry-wide networks.

### Step 4 – Prepare to deliver

Schools are required to carry out a risk assessment that satisfies their schools' policy requirements – each school will have their own excursion processes. Schools will request information from an experience provider as part of this risk assessment.

Below are some examples of questions a school may ask of employers (although questions may vary between schools):

- » What is the venue/facility like where the activities will take place?
- » What is the accessibility of the venue/facility?
- » Is there an evacuation/emergency procedure in place for the venue/facility?
- » Will the experience provider be transporting the students to/from the site or between sites during the excursion?
- » If yes, are the drivers and vehicles licensed?
- » Are there any issues which may arise due to the length of time of the excursion and/or possible weather events?
- » Is there any special clothing, personal protective equipment (PPE) or required items that students or supervisors should bring to the excursion?
- » Will the experience involve a water-based activity?
- » What potential risks can the provider identify about the activities to be undertaken at the excursion, and how will the provider manage these potential risks?

Schools will also request to see the Certificate of Currency for your organisation's public liability insurance, so please have this ready when promoting an experience on the Career Taster Portal.

## Key contacts

### TAFE colleges

TAFE college	Contact	Telephone	Email
North Metropolitan	Jacinta Nix	0472 636 443	Career.Taster@nmtafe.wa.edu.au
South Metropolitan	Lizzie Hapeta	9599 8797	Elizabeth.Hapeta@smtafe.wa.edu.au
Central Regional	Lea Arnold	9956 2834	Lea.Arnold@crtafe.wa.edu.au
North Regional	Tracey Deegan	9193 8901	Tracey.Deegan@nrtafe.wa.edu.au
South Regional	<b>South West:</b> Tish Kneuker	6371 3028	CareerTaster@srtafe.wa.edu.au
	<b>Great Southern:</b> Andrea Gallagher	6371 3797	

### School sector

Agency	Contact	Telephone	Email
Department of Education		9264 5195	SecondaryDHS.Enquiries@education.wa.edu.au
Catholic Education	Genevie Baker	0427 386 499	Genevie.Baker@cewa.ed.au
Association of Independent Schools	Wade McLeod	9441 1621	WMcleod@ais.wa.edu.au

### Department of Training and Workforce Development

For further information about the CTP, please contact the CTP Team at the Department of Training and Workforce Development.

Contact	Telephone	Email
CTP Team	6551 5084	Career.TasterProgram@dtwd.wa.gov.au