

Senior School

Employability Skills Mentor Program



Why?

Employability skills are essential for connecting education and the world of work, which are very far apart. Employability skills are the core, transferrable skills that are needed in nearly every job. They help young people find and keep work, as well as prepare them for further learning and career development. Employability skills are important for senior school students because they can:

- Identify skill gaps and plan their skill development to build a portfolio of skills valued by employers.
- Recognise the value of their skills, build self-confidence, be resourceful and take initiative.
- Write effective job applications including resumes and cover letters.
- Perform well in behavioural interview situations by articulating skills they can bring to the job.
- Develop time management techniques a strategic, creative, long-term vision/goal.



Objective

The objective of a senior school student attending the Employability Skills Mentor Program is to develop the skills that employers want, explore career options, and build job search, workplace and industry specific skills.



Exit Strategy

On completion of the Employability Skills Mentor Program, students will:

Learn strategies that can assist them to achieve their goals, overcome challenges, and prepare them for future opportunities.

- Gain an advantage over other graduates in the job market, as they can demonstrate their skills and competencies to potential employers.
- Broaden their view and flexibility regarding a career path, as they can explore different sectors and occupations that suit their strengths and passions.
- Strengthen a student's confidence and motivation in pursuing their goals.



Targeted Learning Year 11 & 12 Business Studies

Session 1 - Strengthen a student's Sense of Self, discover Character Strengths and Personality Profile

Session 2 - Employability Skill: Communication

Session 3 - Employability Skill: Teamwork

Session 4 - Employability Skill: Problem-Solving

Session 5 - Employability Skill: Self-Management & Initiative

Session 6 - Employability Skill: Time Management

Session 7 - Resumes and Cover Letters, Understanding the Applicant Tracking System

Session 8 - Writing an Elevator Pitch and Interview Preparation

Session 9 - Hidden job market, Job Search, Networking.

Rework You

0431 073 285

reworkyou@gmail.com

ABN: 35 678 373 190