

SCHOOL LEAVERS

This section of the Careers Centre Website has been designed to assist students considering making a very important and significant decision about their future at this College. If it is your desire to look at other options continue, if you need help with problems that could be solved with the help of your co-ordinators, parents, Mrs. Taylor or student counselor please seek their assistance as soon as possible!

CONSIDER THE FOLLOWING:

Have you ever asked yourself: Do I want to work or do I want to study? And 'How long will it be before I can get out into the workforce and earn some money in my chosen career?' They're questions that we all have to face eventually. Think about them carefully; what difference will the answers make to your life and career?

WORK OR STUDY?

Study

In most cases, it's a means to an end – finding the right job. Courses which don't relate to any specific job (sometimes called 'non-vocational' courses) have a purpose too: they make you more employable because you are more accomplished. Very few people despite what you may have heard, are perpetual students who 'have never done a day's work in their lives'. Normally you have to have some sort of job before or during study – out of economic necessity, if nothing else.

Work

Even if you never set foot in a school after your last day of Year 10, chances are that you will still need to study. Most of us have to sit for tests, if only a test for a driver's licence, or a test at a job interview. We are still involved in educating ourselves long after we leave school, at a university degree course, a TAFE course or inhouse and on the job training. Anyone who wants to succeed, who wants interesting or well paid work, as most of us do, will keep on though not necessarily in a classroom.

THE PATH TO EDUCATION:

Year 10

Finishing Year 10 sees you making some important decisions. But remember that decisions can be reversed. If you leave school now, before Year 12, you can always return and do it later....otherwise look ahead and see what you can do. TAFE Certificates; Apprenticeship; Private College – Business

Year 11

You've done your Year 10, plus a year of your VCE. Now is when most teenagers contemplate what they really want. Leave and do an apprenticeship – get a job, attend a private college or move on to Year 12. Weigh up your options – but you can always change your mind. TAFE Certificate; Apprenticeship; Traineeship; Private College – Business

Year 12

Well you've got here. Completing the final year of secondary education opens your career choices right up. University, college, TAFE or work is in your reach. It all depends on what you want and what you achieved at school, TAFE Certificate – Associate Diploma/Diploma; Apprenticeship; Training; Private College – Business; Cadetship; University Degree/College/College of Advanced Education.

What pathways do you have when you leave the College?

Before any decision to leave the College is made it is important to consider the consequences of your decision and the possible pathways available to you. If you are ready to leave complete an exit form available from your Year Level Co-ordinator or work with them to come up with solutions to your particular situation.

Using the pathways map below explore the option of leaving. The pathways will involve you completing some tasks, copying contacts, thinking about yourself and working with the Careers Advisor before you eventually exit. Remember that what you are doing is for YOU don't just walk away without the appropriate preparation-you are worth more than that!

SCHOOL LEAVERS WHAT ARE YOUR CHOICES

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TAFE Certificates; Apprenticeship; Private College – Business

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SCHOOL LEAVERS ENTERING THE WORKFORCE

So, you've decided to enter the workforce after you leave school. For now, at least, you will leave the books, study and exams behind and enter the world of work. Getting a job is part of growing up, but it will also mean major changes to the lifestyle you have known...

JOB OCCUPATIONS AND CAREERS:

Think about work in three different ways - jobs, occupations and careers. A job is what one person does at one time in their life. For example, the person who teaches you math's has the job of math's teaching. An occupation is a group of similar jobs - so all the teachers in your school have the occupation of teaching. A career is a collection of all the jobs that one person has had in their life and a career also includes education and home duties. It is quite acceptable to have several jobs which don't mark you as having one single occupation, but most people like the sense of identity that belonging to a particular area of work provides.

UNEMPLOYMENT:

There may also be times when you experience a period of unemployment. Enforced unemployment is nothing to be ashamed about. It is only when people are voluntarily and unproductively unemployed that the experience becomes negative. Job search allowances are available for people who are genuinely using their time to seek work, and advice and counselling services are available from CES job centres and Career Reference Centres.

LIFESTYLE CHANGES:

Earning a full-time wage will be a new and exciting part of your life, compared with the relative poverty of your school pocket money days and part-time jobs. The concept of budgeting is one you will have to become familiar with - in the past this would have been done by your parents. It won't be easy learning how to budget your money and not spend it all on those teenage temptations; records, CD's, magazines, stereos and junk food!!! You may even need some help from an older brother or sister to work out a plan; money to be saved for the future, some into an expense account for special occasions, clothes and presents, and limit yourself to a certain amount for weekly expenditure. This amount may have to cover board, transport

costs, lunches and the cost of going out with friends. Of course, how you plan to spend/save your money depends on your circumstances. If you are living in a flat with friends you should assume that it will cost you a lot more - electricity, gas, bond, phone, rent per month, furniture etc. are just some of the things for which you will be financially responsible.

HOW WILL MY LIFESTYLE CHANGE?

Working will give you an amazing feeling of freedom. All of a sudden there will not be homework each night or tests to study for - managing this new freedom will be a real challenge. You will notice a change in lifestyle especially if you have friends who have decided to continue their education. Times you used to spend together may now be harder to find. When they're free, you'll be at work and while you will have every night free they will be studying. Therefore meeting new people and making new friends will be an important part of your new lifestyle. For some school leavers, entering the workforce is quite frightening because it means you are leaving behind the security and familiarity of school. However, just remember that anything new always takes time to get used to - you will adjust and find a way to settle into the workforce. This step is merely the first of many new, strange and exciting steps you will take in your life - it is after all, just the beginning!

SCHOOL LEAVERS TRAPS

Approximately 60,000 young Victorians will leave school for good at the end of each year. More than half of them will be looking for their first full time job. Most of the rest will be looking for part-time work to help them pay their way through tertiary studies.

Unfortunately the first experiences which many of these young people have in the "real" world of work will not be happy ones. They will be caught by unscrupulous operators who trade on the vulnerability of young people who are desperate to get work but ignorant of their industrial right and of the traps which await them.

Job watch deals with thousands of these cases each year. Many fall victim to door to door sales firms who sign up enthusiastic young "trainee managers" or "promotional staff" by offering positions with their "international company" for those looking for "opportunities for promotion" and "travel". Rather than finding themselves at the beginning of a real career many discover that they have become cold canvassers for encyclopedia selling companies, walking the streets of strange town until late at night, and, worst of all, finding that they are paid nothing for their labours. Some will find that a few days after applying for a part-time job they have become the customers of a saucepan selling outfit who sign up young people on credit agreements to the tune of \$3000 for a set of pots and pans and some Japanese glassware. Despite promises of sales leads and a substantial income at their initial interview, the company is not really interested in them after they have signed up to buy the goods. Instead of having a job they will have a debt of a few thousand dollars around their neck.

Some will get caught out by offers of "trial work". Having responded to an advertisement for a position they will be told that they are going to be put on for a "two week trial".

At the end of the two weeks they will be told that they aren't quite what the employer is looking for and that, as the position was only a "trial" they will not be receiving any wages. The "employer" of course, will by then have placed another advertisement for the position and the process will be repeated.

It costs far less to advertise a position than it does to pay wages. This practice is illegal but cases come to our attention every year.

Hundreds of others will pay out thousands of dollars each, and waste months of their time, doing private training courses which are not recognised by the government or employers. After putting up with inadequate training, unqualified teachers, obsolete equipment and false promises about course content, they will find that their "certificates" and "diplomas" aren't worth the paper they are printed on.

If you don't want to become part of the Job Watch statistics this Christmas take heed of the following tips:

SIX DO's

1. do look for a job which is covered by an award and join a union. ring up the department of labour or its equivalent in your state, or the relevant union, and find out what the award rate of pay is for any job that you are offered.
2. Do talk to family and friends about any job which you may be offered and take notice of the advice they give.
3. Do ask as many questions as you can at the interview about the work you will be doing, the nature of your employment (full time, part time, casual), and the award under which it is covered. A legitimate employer won't mind you asking. A scam operator will try to avoid the questions by changing the subject, getting aggressive or making vague statements and promises.
4. Do look for Government recognised and operated training courses through TAFE Colleges.
5. Do seek advice early if you run into a problem. Thousands of people get trapped every year by the professional con artists who operate these scams.
6. Do call Job Watch if you have doubts about a job that you apply for.

SIX DON'TS

1. Don't sign anything (employment or training contract, etc.) without having it looked over by a solicitor, community legal service, Job Watch or other qualified person.
2. Don't outlay money for a job. If the first part of the transaction involves you giving the "employer" money, there is a very high chance that some sort of scam is involved.
3. Don't apply for jobs which you see advertised in the paper every day or every week. they are almost always placed by direct selling companies and other operators who rely on a very high turnover of staff employed at very low or no pay or by companies who want to sell you a product.

4. Don't be swayed by ads that sound too good to be true, but don't tell you much (e.g. "earn up to \$1000 a week, no experience needed" usually really means "earn \$20 a week and don't bother applying if you know too much to be easily conned")

5. Don't take up "trial work" without making sure that you will be paid for your time.

6. Don't take up a private training course unless you have checked it out thoroughly with employers, Consumer Affairs, the Vocational Orientation Centre and Job Watch.