



College council will review this policy every three years or as directed by DET

Date approved: June 2019

Date of next review: 2022

RATIONALE

Career Development is the process of managing life, learning and work. Work places are rapidly changing and pathways to employment are significantly different than they were in the past. Appropriate and adequate preparation for transition to work (via study or by direct entry) is of critical importance. Students need to be equipped to manage their own Career Development as they navigate their way through education and training, into employment and fulfilling working lives. Self-awareness activities and assessments assist students to recognise and consider their personal skills, interests and abilities when making Career plans and choices.

PURPOSE

- To help students gain an insight into themselves as individuals.
- To help students understand and accurately identify appropriate career destinations.
- To help students develop their career management skills so they are well prepared to progress into their desired career pathway.
- To ensure that students are aware of pre-requisites and the implications of decisions they make in respect to course and subject selection.

BROAD GUIDELINES

- A comprehensive program of Work Education incorporating course and career advice and participation in a Work Experience Program will be offered. Doncaster Secondary College will address the requirement outlined in the Ministerial Order 382 (as amended January 2017) – [Work Experience Arrangement Form], the Ministerial Order 55 (as amended January 2017) – [Structured Workplace Learning Arrangement Form] and the Ministerial Order 870 – [Child Safe Standards].
- Students taking part in the Work Experience or Structured Workplace learning placements will be monitored and supported through direct contact with employers, guidelines and counselling by the College.
- Careers education delivered across Years 7 to 12 according to Victorian Careers Education Framework.
- All Year 9 students will have a Careers e-Portfolio and have access to a Professional Career Planning service.
- All Year 10 – 12 students receive careers and course counselling and build individual Career Action Plans