



## Years 7 - 10

Year	Self-Development			Career Exploration			Career Management		
7	1. Recognise the importance of how behaviour and attitude affect personal performance	2. Utilise effective social and interpersonal skills when interacting with others	3. Understand the concept of stereotypes, biases and discriminatory behaviour in relation to career and work options	4. Discover how different kinds of work require different combinations of skills and knowledge	5. Understand the contribution of work to family life and explore the effect of work on people's lifestyles	6. Explore the different types of work opportunities, including paid and unpaid work, volunteer work, self-employment and periods of unemployment in people's career journey	7. Recognise the underlying concepts of the career building process by developing a Career Action Plan that includes goal-setting	8. Explore the education and training requirements of various work roles	9. Understand the range of career information resources through networks, the Internet, television and newspapers that provide occupational and industry information
8	1. Identify their beliefs and value systems and their influence on self-concept	2. Use the results of self-assessment to identify areas for development, build aspirations, and a positive self-image	3. Understand and analyse how personal characteristics (attitudes, interests, values, beliefs and behaviours) influence career decisions	4. Discover the learning habits and study skills that help people achieve good education and training outcomes	5. Explore the importance of a variety of skill types in the workplace	6. Understand how different types of work (paid, unpaid, volunteer, self-employment and periods of unemployment) contribute to society	7. Understand how choices are made and explore what can be learned from their decision-making experiences	8. Understand problem-solving strategies and goal-setting in making career and life decisions	9. N/A
9	1. Understand how individual characteristics such as interests, skills, values, beliefs and attributes contribute to achieving personal, social, educational and professional goals	2. Explore methods to enhance interpersonal and group communication skills including skills for a successful work interview	3. Recognise stereotypes, biases and discriminatory behaviours that may limit opportunities for people in the workplace	4. Understand how past, present and future academic performance may impact upon the selection of future programs and courses	5. Explore and develop commonly used work search tools (e.g. job applications, forms, resumes and portfolios) to find and maintain work	6. Explore the relationship between work and the community and how technological advances impact on work roles in the community	7. Use career information resources to locate information on occupational and industry trends, education and training trends, social and economic trends	8. Understand the importance of developing flexible and adaptable short-term Career Action Plans within the career building process	9. Examine how personal goals can be satisfied through a combination of work, community, social and family roles
10	1. Understand the importance of allies (i.e. friends, family and supporters) to maintaining a positive self-concept	2. Assess how personal characteristics and behaviours are reflected in your life, learning and work goals	3. Discover personal and professional benefits of developing a positive self-concept and the consequences of developing a negative one	4. Demonstrate skills and attitudes towards learning that will help you to achieve your life and career goals	5. Understand the relationship between work, community and the economy	6. Explore the education and training requirements of various work roles in your preferred future occupation or work sectors	7. Use career information effectively in the management of your Career Action Plan	8. Understand the importance of developing a range of scenarios for future career choices	9. Examine the concept that every decision is a career decision by creating and maintaining your career portfolio

## Years 11 - 12

Year	Self-Development			Career Exploration			Career Management		
11	1. Understand and analyse how personal characteristics, interests, attitudes, values, beliefs and behaviours influence career decisions	2. Explore innovative interpersonal and group communication skills, including discovering the importance and benefits of being able to interact with diverse groups of people in all areas of life	3. Identify attitudes, behaviours and skills that contribute to overcoming bias and stereotyping in the workplace	4. Identify the transferable skills, knowledge and attitudes that can fulfil the requirements of a variety of work roles and work environments	5. Explore the importance of revisiting and fine tuning your preferred study, training and work options within your Career Action Plan	6. Engage in career planning and development that takes into account changing economic, social and employment trends	7. Use career information resources to identify career opportunities that are available to someone with your skills, knowledge, aspirations and assess the reliability of the information	8. Prepare for selection interviews and/or auditions and demonstrate enterprise, negotiation, networking and self-marketing skills to an appropriate level	9. N/A
12	1. Understand and analyse how achievements related to work, leisure, voluntary work and learning influence self-concept	2. Re-examine your personal characteristics and determine those that contribute positively to the achievement of your life, learning and work goals	N/A	3. Identify how your education and training achievements affect your available options, courses, programs, workplace training and/or entry into work	4. Locate and use education and training information, occupational and industry information and labour market information in the career building process	N/A	5. Consider the possible implications of changes in learning and work for your own career goals and plans including financial options	6. Understand and apply problem-solving and goal-setting strategies in making career and life decisions	N/A

## VET and ACE Providers

Self-Development			Career Exploration				Career Management			
1. Use the results of a self-assessment to identify areas of development, build aspirations and provide positive self-image	2. Explore methods to enhance interpersonal and group communication skills including for a successful work interview	3. Re-examine your personal characteristics and determine those that contribute positively to the achievement of your life, learning and work goals	4. Demonstrate skills and attitudes towards learning that will help you to achieve your life and career goals	5. Participate in continuous learning supportive of career goals	6. Identify how your education and training achievements affect your available options for courses, programs, workplace training and entry to work	7. Locate and use education and training information, occupational and industry information and labour market information in the career building process	8. Develop abilities to seek, obtain, create and maintain work	9. Consider the possible implications of changes in learning and work for your own career goals and plans including financial options	10. Understand and apply problem-solving and goal-setting strategies in making career and life decisions	11. Examine how personal goals can be satisfied through a combination of work, community, social and family roles