

Year 10 Career Education Semester 1: Understanding your place in the world of work

Our goal for this semester is to understand what a career is, what the world of work might look like, and what your current personal attributes, skills, values and strengths are in relation to this. We will also plan for life beyond Year 10.

We will achieve this by:

- Learning about what a career is
- Learning about the future world of work, how it is changing and what employers are looking for.
- Understanding your own values and their impact on your career choices
- Identifying your personal values, strengths, talents and goals.
- Learning about online resources to assist with career planning
- Learning how to read and respond to a job advertisement
- Learning about the requirements of the HSC, and of university and other tertiary courses
- Developing an understanding of the job search process and producing a letter of application for a job

We have this/these goals because:

- We are developing an understanding of the world of work you are going to enter and how you might fit within it.
- We are preparing for life beyond Year 10

#	Learning Intention The goal of this lesson is to...	Lesson Activities To achieve this goal we will...	Success Criteria I will know I have achieved this goal when...
1	GETTING TO KNOW YOURSELF <ul style="list-style-type: none"> ● Identify my personal values with regard to work. ● Understand what 21st Century employers are looking for ● Identify my skills, qualities, strengths and talents. ● Understand what a career is 	<ul style="list-style-type: none"> ● Utilize resources on Career Tools to identify: <ul style="list-style-type: none"> ○ my Career Personality ○ my Interests ○ my Strengths and Abilities ○ my Work Values ○ What is Work? ● Learn about the Enterprise Skills employers are seeking and identify these Enterprise skills that I currently use in my daily life. ● Discuss what a career is, and its various 	<ul style="list-style-type: none"> ● I have completed the Getting to Know You activity ● I have begun to compile a list of the Career Competencies (skills, knowledge and personal attributes) that I currently possess or I am developing. ● I can define What is Work? and What is a career?

		forms.	
2	FINDING OUT ABOUT CAREERS <ul style="list-style-type: none"> Understand the impact of your Year 10 results on subject choices for Year 11 Identify career trends that will impact your future Set personal goals for this year. 	<ul style="list-style-type: none"> Read about current and future predicted trends in the job market Read the requirements for Year 11 subjects Analyze how our parents' careers have unfolded Write my personal goals for 2025. 	<ul style="list-style-type: none"> I have read and understood the requirements for Year 11 subjects I can explain the influences on career trends I can identify employment trends in my classmates' parents' experience I having an understanding of future growth industries and potential career paths I have written my personal goals for 2025.
3	FINDING OUT ABOUT CAREERS <ul style="list-style-type: none"> Develop an understanding of the online resources that can help with career development 	<ul style="list-style-type: none"> Use the following websites: <ul style="list-style-type: none"> Oakhill Careers Job Jump My future Job seeking websites such as seek.com industry based careers pages 	<ul style="list-style-type: none"> I can identify the purpose of and use the following websites: <ul style="list-style-type: none"> Oakhill Careers Job Jump MyFuture Job seeking websites Career Pages of Industry based websites
4	FINDING OUT ABOUT THE EMPLOYMENT PROCESS <ul style="list-style-type: none"> Understand how and where jobs are advertised Developed an understanding of how job advertisements are structured Learn how to identify selection criteria 	<ul style="list-style-type: none"> Use job seeking websites to source job advertisements Analyze the language used in advertising jobs Identify selection criteria in an advertisement 	<ul style="list-style-type: none"> I have sourced and analysed a job advertisement I have identified the selection criteria in the advertisement
5	FINDING OUT ABOUT THE EMPLOYMENT PROCESS <ul style="list-style-type: none"> Learn how to structure a business letter Understand how to respond to a selection criteria for a position you are applying 	<ul style="list-style-type: none"> Look at sample letters of application Discuss the strengths and weaknesses of letters of application Write a business letter responding to my chosen advertisement 	<ul style="list-style-type: none"> I have structured a business letter correctly I have responded to the selection criteria I have used appropriate formal language

	for.		
6	<p>TAKING ACTION</p> <ul style="list-style-type: none"> • Develop an understanding of how the HSC works • Learn about NESA and Oakhill College requirements • Understand reasons to choose or not to choose particular subjects 	<ul style="list-style-type: none"> • Discuss how the HSC works • Look at the Year 11 2020 subject selection booklet and subject requirements • Read articles about good reasons for choosing subjects • Undertake Morrisby Careers Test to assist in identifying potential Career Paths and related further study or training options • Attend the Western Sydney Careers Expo to gain further knowledge of the further study and employment options available to 	<ul style="list-style-type: none"> • I have read and understood the HSC and its' structure • Checked the subjects available to me and the requirements for each one • Completed the Morrisby Careers Test to help identify potential Career Pathways and recommended subjects related to these paths. • Attended the Western Sydney Careers Expo and considered the variety of pathway options for my preferred career path. • I can justify my reasons for considering certain HSC subjects
7	<p>TAKING ACTION</p> <ul style="list-style-type: none"> • Learn about university requirements for Year 11 and 12 subjects • Draft subject choices for Year 11 and 12 	<ul style="list-style-type: none"> • Spend time on the UAC website and various university's websites • Identified vocational pathway options via TAFE/Private Colleges or through Australian Apprenticeships/Traineeships or Diploma/Degree level Cadetships • List the subjects I plan to study in Year 11 and justify my choices 	<ul style="list-style-type: none"> • I can list the ATAR and subject requirements for university courses I may wish to apply for • I can identify vocational paths for my preferred careers, if applicable. • I have listed my chosen Year 11- 2026 subject choices and reasons for choosing those.