

Recruitment & planning has started now!! for the North Coast Region 2017 School To Work Transition Programs

PROGRAM TIMELINE

Term 3 - 2016

Engage employer support

Work placements secured

- Discuss program details with interested businesses
- Identify work placement numbers, types and work tasks
- Discuss PPE, safety, industry pre-requisites and employer expectations
- Determine if a formal site specific induction needs to occur before work placements start

Term 3 - 2016

School engagement and Information Night

Outline of program

- Discuss program details with interested schools, students and parents and guardians
- Identify student interest
- Information Night / Program launch
- Interested students invited to complete application (Expression of Interest EOI)

Term 4 - 2016

Application and selection process

Selection and alignment of students to employers

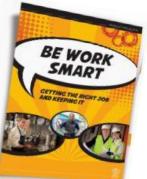
- EOIs reviewed
- Consultation with employers if applicable
- Employer and student advised of match
- Employer and student "meet and greet" to confirm match
- Formal confirmation of placement
- RTO enrolment done

Term 1 -2017

Cert II training starts

Accredited training starts

- Theory training with RTO starts
- Assessment of competencies
- · Skills Portfolio distributed
- Student completes Be Work Smart book



Terms 2 & 3 - 2017

Work placements

20 days of work placement / 1 day per week

Employers

- Provide supervisor/mentor
- Provide facilities
- Notify schools of student absence
- Sign off Skills Portfolio

RTO

- Delivery of remaining training
- Workplace assessments
- Provide advice to student and employer

STUDENTS

- Work placement 1 day per week
- Fill out Skills Portfolio
- Advise employer when absent
- Follow workplace instructions
- Complete Cert II
 qualification for 4 QCE credits

Term 4 - 2017

Graduations

Supported transition

- Skills Portfolio assessed for 2 QCE credits
- If ongoing employment with host offered, continue work experience if possible
- Otherwise, prepare for transition from school – resumes, job search, programs, Year 12 fee free
- Graduation ceremony: issue of qualification to students; issue School to Work program certificate to students

WANT TO KNOW MORE INFORMATION?

Please contact a North Coast Region School to Work Client Services Officer by:

- Phoning 1300 369 935
- Emailing ncoasttraining@det.qld.gov.au

GenR8 is an award winning school to work transition program fully supported by the Queensland Trucking Association and the Supply Chain & Logistics Association of Queensland.



GenR

WINNER
2015 Training
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employment

