

VCE Vocational Major



# WORK RELATED SKILLS

**SAMPLE**

**UNITS 1&2**

**STUDENT  
WORKBOOK**

**eduClick**

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Work Related Skills  
Student Workbook UNITS 1&2

edu  
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# UNIT 1: Careers and Learning for the future

This unit recognises the importance of sourcing reliable information relating to future education and employment prospects to engage in effective pathway planning and decision-making. Students will investigate information relating to future employment, including entry-level pathways, emerging industries, and growth industries and trends, and evaluate the impact of pursuing employment in different industries. Students will reflect on this research in the context of their individual skills, capabilities and education and/or employment goals. They will develop and apply strategies to communicate their findings.

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- |  |   |
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# Future Careers

## Area of Study 1: Future careers

In this area of study students will evaluate information relating to employment. They will consider the reliability and credibility of information sources and the scope of labour market information available, including skills shortages and industry growth areas, emerging industries and current and future trends. Students will apply strategies to improve planning and decision-making related to gaining employment. They will develop research skills and collate evidence and artefacts relating to their future employment prospects.

## Sourcing employment information



### Key knowledge

- Sources of reliable and credible employment information, such as government websites, careers specialists, industry publications, tertiary institutions and employment agencies



### Key skills

- Identify and explain key ideas and concepts relating to sources of information about employment
- Research, compare and evaluate concepts and strategies relating to sources of information about employment.

It is estimated there are over 12,000 different careers that exist in the world. A career is an occupation or profession which requires specialised training and experience. It is something you are passionate about and strive to achieve and is defined as 'an occupation undertaken for a significant period of a person's life with opportunities to progress and advance'.

Having a career is an important aspect of life. Almost half of our lives are spent working. What you choose to do, whether you love or hate it is going to impact your life, health and wellbeing. Do you want to be stuck doing something for a significant part of your life that you hate? People that enjoy their careers and are satisfied by them are happier and healthier. They are more positive, energetic and engage in healthy habits such as exercising, eating well and socialising.

The career you choose will form part of your identity. Just like being a sister, brother, aunty and mother, your career will impact this identity and how people see you. Will you be a carpenter, dentist, receptionist, scientist or hairdresser? Whatever you choose it is important that you are proud of it and satisfied with who you are.





Now that you are in Year 11 it is time to start thinking about a future career path. There are thousands of career options so narrowing it down can create quite a challenge. Choosing a future career path can be daunting and it may seem like it is one of the biggest decisions you will ever make in your life. This is true to some extent; however, it is important to remember that you are not locked into the career you choose now. You will have many, many opportunities to change careers in the future, this is simply a starting point to get you thinking about careers you may be interested in and giving you the tools to find out as much as you can about that career and what to expect. In fact, it has been reported by the Foundation for Young Australians (FYA) that "It's likely that a 15-year-old today will experience a portfolio career, potentially having 17 different jobs over five careers in their lifetime".

The steps you take towards a future career will impact your identity and your lifestyle. The career you choose will influence your financial stability, family, health, retirement, day-to-day routine and work-life balance in the future. It is important to consider these factors when exploring careers you are interested in. If you don't see yourself working a 9 to 5 day in an office with only 4 weeks off a year there may be some careers that are not for you and that's okay. Discovering the things you don't like or want to do are just as important as finding the ones you do.

Career planning can help you think about what interests you and where your strengths and weaknesses lie. It gives you direction and gives you a clear picture of the skills and knowledge that you need to develop to achieve your goals in the future.



## **TASK 1 CLASS CAREER COMPETITION**



This task is going to get you thinking of all of the weird and wonderful jobs in the world. This task is a class competition.

Your teacher will provide you with the instructions.

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**B**

C

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Z



# Finding your future career

To find your future career you should reflect on what is important to you in a job. What do you place a high value on? Do you want to be challenged and stimulated in your future work, do you need to be happy and surrounded by amazing co-workers or is it more important to you that you are paid well so you can be financially secure and afford all the things you need or want in life? There are no wrong or right answers, everyone is looking for something different in a future career and this will change as your priorities and life changes too. For example, a mother returning to work may not care if her work is particularly enjoyable as long as she can switch off and leave by 3pm everyday to pick up her kids from school.

To start thinking about future careers and what you may be interested in there are a number of activities that you can do to help.



## Ask yourself questions

Take the time to sit down and think about your future career. Where do you see yourself working? Do you picture yourself dressed in a suit working in an office, in Hi-Vis building things with your hands or creating and cooking amazing meals for your customers? If you are finding it hard to visualise where you see yourself, consider where you don't see yourself. For example, you may not see yourself working with children, animals or outdoors. This can help you eliminate potential future career options and make progress towards finding the career that is right for you.

Conduct a self-reflection by considering the questions in Discussion Spot 1.0. Don't spend too much time on each question. Instead, record the first few answers that pop into your head. Try to come up with at least three responses to each question. If you are struggling to come up with responses ask a friend, teacher or family member who knows you well to help. They may be able to identify aspects about yourself that you have overlooked.



## Discussion spot 1.0

Ask yourself:

<b>1</b>	<b>What are you interested in?</b> <i>Examples: Design, gaming and writing</i>	<input type="text"/>
<b>2</b>	<b>What are your key values? What is important to you?</b> <i>Examples: Helping others, financial security and being creative</i>	<input type="text"/>
<b>3</b>	<b>What soft skills do you have?</b> <i>Examples: Communication, leadership and problem-solving.</i>	<input type="text"/>
<b>4</b>	<b>What technical skills do you have?</b> <i>Examples: Graphic design, coaching and first aid management</i>	<input type="text"/>
<b>5</b>	<b>What are you good at?</b> <i>Examples: Speaking, building relationships and organisation</i>	<input type="text"/>

# TASK 2 YOUR MYERS-BRIGGS PERSONALITY



Another good question to ask yourself is what type of personality do you have? A good way to find out what type of personality you have is to look at the Myers-Briggs personality types. While this test can only be administered by a licensed professional there are a number of adapted ones online.

**Part A:** Find out more about Myers-Briggs personality types. Watch the video “Myers Briggs (MBTI) Explained – Personality Quiz by accessing the QR Code or link provided.

<https://www.youtube.com/watch?v=2ZF4OM6mrrl>



While watching the video, list three things that you found interesting about the test and how it works.

1.
2.
3.

**Part B:** Complete an adapted Myers-Briggs test to find out your personality type by accessing the QR Code or website link provided.

<https://practicalpie.com/myers-briggs-type-indicator/>



**Part C:** Test results

Once you have completed the test you should be able to access your results.

1. What statements were used to describe your personality? For example: You are introverted. List all statements that appear.

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2. What MBTI (Myers-Briggs Type Indicator) are you? For example: ISTJ - Logistician

**Part D:** Using the internet, research your personality type by completing the following questions.

**QUESTIONS**

a. What do each of the letters stand for? For example: (ISTJ) Introverted, Sensing, Thinking and Judging.

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b. Provide a description of your personality type.

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c. List three of the characteristics of this personality type.

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d. What are three strengths of this personality type.

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- ---
- ---







## Explore your 'deal breakers'

When you picture your future career what are the 'must haves' and what are your 'deal breakers'. Your 'must haves' are the essential or desirable things that your future career must have such as a good salary, challenging work and an opportunity to travel. Your 'deal breakers' are the elements of a career that would stop you from considering it as a potential pathway such as a lack of flexibility in working hours and shift work.

It is important to think about what you want from a job. This will help you to eliminate some options and point you in the direction of some career options you may not have previously considered. It is a good idea to create a list of your 'must haves' and 'deal breakers' this way when you begin researching a range of career options you can use your list to determine which careers work for you and those that don't.



### Discussion spot 1.1

What are your must haves and deal breakers? List them. Then, as a class share and discuss your must haves and deal breakers and why you hold them.

<p><u>Must Have!</u></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>	<p>DEAL <b>BREAKER</b></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>
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## Make a list of options

Now that you know a little more about yourself and what you are looking for in a career it is time to make a list of all potential career options. List all of the careers that you may be interested in finding out more about. Then, once you have completed your list look at each option one at a time. Consider each career and ask yourself if you feel it is right for you. Does it align with your interests, hobbies, values and skills?

You could even try ranking the careers from the most to least appealing. This might help you to identify which ones you are really interested in and eliminate others from the list.



## Discussion spot 1.2

Create a list of future career options that you are interested in exploring. Rank them from the most appealing to the least appealing.



# LIST YOUR FUTURE CAREER OPTIONS

# RANK THEM

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	<input type="checkbox"/>
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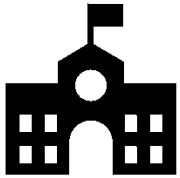




## Research

It is important to consider the facts before making a decision about your future career. To do this, look at your list of options and starting with the career that you find most appealing and working your way down, research each career.

You will need to source a range of reliable and credible information provided by:



**Government websites**



**Careers specialists**



**Industry publications**



**Tertiary institutions**



**Employment agencies**

### Government websites

The internet is a great place to begin your research. The Australian Government have developed some excellent sources for career research and planning including: Labour Market Insights, Your Career, Australian Jobs, MySkills and the Labour Market Information Portal. Through these sites you can find out a lot about specific careers including:

- The tasks involved in the role
- Job prospects, future growth, current employment size and employment type, i.e full-time, part-time or casual
- Pathway options
- Skills, knowledge and abilities needed
- Activities workers regularly do within the role
- The work environment, i.e. the demands of the job, work values and interests
- Weekly pay
- Average working hours
- Demographics of those working in the job, i.e. workers median age and gender

Another great source of information for career research are job seeking platforms like SEEK and indeed. Use these platforms to look for jobs in career areas you are interested in. Take note of the skills and qualifications employers are looking for. Look at how they describe the job and the type of person they are looking for to fill it. Consider if you would be the right person for the job and whether or not what you have read about the position really interests you.

### Career specialists

Speak with career specialists about the career or careers you are interested in. Your careers councillor at school is a career specialist and would be your best starting point. Ask them any questions you have about a particular career. They can help you with planning and decision making when it comes to finding the future career path that is best suited to your needs and interests. They can also be a great sounding board if you are finding it hard to decide on what direction to go in. They can help you review your current school results and determine which industry areas you may be best suited to. They can then assist you to begin planning for your future career by providing information on the educational pathways you will need to access to gain the qualifications needed to enter the workforce.

## Industry publications

Industry publications such as industry trade magazines are great sources for finding out what's new in the industry and finding job leads. Industry publications are written mostly by journalists and just like news journalists it is their job to break stories that may interest those working or interested in working in the industry. They may announce new and upcoming projects, break news and identify trends in the industry. Reading industry publications is also a great way to obtain knowledge and learn more about the industry. This may come in handy when applying for jobs, interviewing and networking.

## Tertiary institutions

Tertiary institutions provide post-secondary education. They include universities, TAFEs, RTOs (Registered Training Organisations) and Colleges for specialist programs such as the Victorian College of the Arts. Tertiary institutions will be able to provide you with information on and future career you are interested including:

- The qualification needed, the pre-requisites or requirements to apply for the course, fees and costs, where the course is located and how to apply
- The course, content covered, delivery methods, class schedule, assessment methods
- Opportunities for recognition of prior learning. If you have done any other training or worked in the study area you may be eligible for RPL (Recognition of Prior Learning). This is where you provide evidence that you are already competent in a work area and do not need to complete further study in this area, shortening your course delivery
- Career pathways
- Employment prospects

## Employment agencies

Employment agencies are also a great way to find out more information about a career you are interested in. An employment agency works with jobseekers to find suitable job roles. If you choose to use their services, they will create a job profile for you and contact workplaces that have positions available, find out if the role is right for you and refer you for the role. Some employment agencies even offer access to training in a variety of skill areas such as computer skills to assist their clients to build up their resumes, making them more attractive to employers and therefore more employable.

JobActive is the Australian Government's employment service for Australians. It assists jobseekers to find work and employers to find the right staff for their business. If you are looking for a job, JobActive can help you to look for work, write a resume and prepare for an interview. They can also refer you for jobs that you may be suited to in your local area.

### **TASK 3 RESEARCH A FUTURE CAREER**



Choose an occupation that interests you as a possible future career pathway and complete the following research task.

To complete this task we suggest using Government Department websites such as MySkills and Labour Markets Insights as well as Tertiary institute websites.

The job I will be researching is: \_\_\_\_\_ *(Insert occupation)*





**Part 2 – Am I suitable for the job?**

What **skills** would you need to be successful in this job?

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What **knowledge** would be useful when working in this job?

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What **abilities** would you need to be successful in this job?

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**Part 3 – How to get the job**

What qualifications, accreditations or licenses would you need to obtain the job?

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Research the qualification, accreditation or license.



Where can it be obtained?



How long would it take to obtain it?



What does it entail?

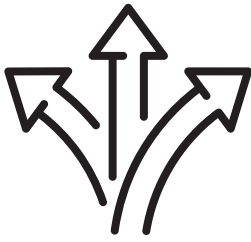


Does it need to be regularly updated?



How much does it cost?


**Part 4 – Where could this job lead me?**



What are the pathway options for this job? Are there any roles that you would be qualified for once you have obtained experience?

**For example:**

*The pathway for a retail assistant would be a management position.*

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**Part 5 – Find me a real job**

Using an Australian job search platform like SEEK find two advertised jobs in the area that you have been researching.

**JOB 1:**

What is the job and who is the company?

Where is the job located? See if you can find one in your local area.

What does the job entail?

What qualifications, accreditations or licenses are required?

What level of experience is required?

Are there any other special requirements to apply for the job?

Are there any specific elements or questions that the employer wants you to address as part of your application?

**JOB 2:**

What is the job and who is the company?

Where is the job located? See if you can find one in your local area.

What does the job entail?

What qualifications, accreditations or licenses are required?

What level of experience is required?

Are there any other special requirements to apply for the job?

Are there any specific elements or questions that the employer wants you to address as part of your application?



### Find a way to give it a try

Another great way to find your future career is to look for opportunities to volunteer or do work experience in the industry you are interested in having a career in. Network and speak to people who work there about their role. Ask them why they chose it, what they like about it and what they dislike.

Enrol in a course related to the field you want to work in. This will enable you to develop new skills in the area and really explore the types of job tasks that may be part of this career to determine if you like it.

You may even like to get a casual or part-time job while still at school. This is a great way to gain some experience, develop your employability skills and dip your toe into the world of employment and explore the workforce, specific industries and potentially find a career pathway that interests you. Having a job builds self-worth and confidence while allowing you to contribute to your community and society as a whole. It is a great way to learn and gain valuable skills and experience that you cannot get from a classroom.

While it is important to focus on your schooling, obtaining a job while you are still at school has a number of benefits and can provide you with a number of skills found outside of a classroom. These include:



#### Meeting new people

Having a job allows you to meet new people, socialise and potentially create new friendships. If you decide to work in retail or hospitality, which is most common for young people who are looking to work part-time while still attending school you will most likely meet many people who are the same age as you. Having a job can be fun and creates social opportunities outside of your current network.



## Earning your own money

Getting a job means getting paid. Making money can enable you to get a head start on saving for your future while you are still mostly dependent on your parents or guardians and living at home with minimal financial responsibilities. Making money is a great way to become financially independent and pay for things that you want or need on your own. However, it is important to understand that making money doesn't mean that you should spend it all. As a general rule, you should try to save at least 50% of what you earn. Consider creating a budget and financial goals for yourself. Save for any big ticket items that you may need in the future such as a car, holiday, rent or even a deposit for a house.



## Learning valuable life skills

Being employed allows you to learn valuable life skills. Holding a job requires you to plan and organise your time, especially if you are still at school. You will need to develop your time-management skills as you plan your schooling, homework and extracurricular activities such as sport, around your work shifts and this may change on a weekly or fortnightly basis, based on the business that you work for and their rostering system.

You will also learn how to be a better communicator, developing your people and interpersonal skills. You will learn to communicate and work with co-workers, supervisors, customers and clients. You will need to be professional and adapt your communication style to suit each person. Having a job will also help you to develop a good work ethic and understand the importance of taking initiative.



## Building up your resume

The experience that you gain from having a job is valued and your future employers will notice this. Having a casual or part-time job will enable you to show that you have valuable experience in the "real-world". You will be able to list all of the responsibilities that you had within the role and also have a referee for a future employer to make contact with who can vouch for you, your work ethic, skills and reliability.



## Developing skills for future pathways

In some instances, you may be able to apply and obtain a job that is in a similar industry to one that you hope to work for in the future. This can provide invaluable experience and give you a taste of the industry. For example:

- If you want to be PE teacher you could work as a swim teacher, an instructor for an afterschool program or school holiday program.
- If you want to be a carpenter you could work as a labourer to a carpenter on weekends and school holidays.
- If you want to be a hairdresser you could work on Saturdays on reception at a salon and assist with hair washing and cleaning tasks.



Working in a particular job can also help you to realise that you don't like it and don't want to work in the industry in the future. For example, you might work at KFC and realise that you don't want to work in fast food again. This is also a valuable learning experience and can allow you to eliminate an industry from any future decision making. However, even if the job is not for you, it is important to stick it out for a while, this shows commitment and good work ethic. No one wants their resume to reflect that they jumped around from job to job. This may indicate to a potential employer that you are not a reliable and committed employee.



## Flexibility

Most employers who hire staff who are still at school, TAFE or university know that their education is a priority. When approaching a potential employer, it is important to be clear about when you can and can't work. You may even like to include this in your cover letter. Most employers know that you will only be available after school hours, on weekends and during school holidays. They will also understand and generally make it easy for employees to swap shifts if needed. You will also be able to take time off as long as you provide your employer with notice.



## Enjoying the perks

Many workplaces provide their employees with perks such as free food and discounts. For example, if you work in hospitality, you may be provided a complimentary meal during your shift or if you work for a sports retail store you may be able to access a staff discount on items in the store. This is a great way to save money and spend less. You may also be able to extend your discount to family and friends.

## Labour market information



### Key knowledge

- Labour market information relating to a range of occupations, including skills shortage areas, geographic location, industry growth areas, emerging industries, green industries, and local, national and global trends

As future job seekers it is important to know about the labour market in Australia. The labour market is defined as the availability of employment and labour. It is the supply of, and demand for labour in certain areas and this changes from year to year. To ensure there are employment opportunities for all Australians it is important to understand where job demands are. No one wants to complete the 4-year degree to find out at the end of it that there are limited jobs available in this area as the demand is low. If you are interested in a certain career, it is essential that you look up what the predicted future growth of this area is.



Let's now have a closer look at some important labour market information relating to employment.

### Skills shortage areas

The National Skills Commission (NSC) provides expert advice and national leadership on Australia's labour market and current, emerging and future workforce skills needs. They produce an annual report which details current labour market ratings and a future demand rating for occupations at the national level. This tells us where the job demands are and what skills are needed to do these jobs. This ensures that all Australians have an opportunity to work and Australia as a whole builds a strong economy into the future.

The NSC is also responsible for regularly reviewing the national skills needs of Australia and producing a Skills Priority List (SPL). The SPL provides information about the current labour market and expected future demands for specific occupations at a state and territory level as well as nationally. The SPL rates each occupation using two categories: Current Labour Market Assessment (Shortage or No Shortage) and Future Demand Indicator (Strong, Moderate and Soft Demand). The list also indicates where labour shortages exist both in regional and metropolitan areas.

Skills shortages occurs when employers are unable to fill vacancies. Future demand is predicted over a 5-year period and is based on areas of employment growth. This information helps the government to plan policy initiatives such as apprenticeship incentives and training funding to attract new people to industries where there are skill shortages and future demand is expected.

#### Occupations in national shortage, with moderate future demand

ANZSCO	Occupation	AUS	NSW	VIC	QLD	SA	WA	TAS	NT	ACT	Future Demand
133111	Construction Project Manager	S	S	S	S	S	S	S	S	S	Moderate
133112	Project Builder	S	S	S	S	S	S	S	S	S	Moderate
133211	Engineering Manager	S	S	S	S	S	S	S	S	S	Moderate
234411	Geologist	S	S	S	S	S	S	S	S	S	Moderate
234412	Geophysicist	S	S	S	S	S	S	S	S	S	Moderate
234413	Hydrogeologist	S	S	S	S	S	S	S	S	S	Moderate
234513	Biochemist	S	S	S	S	S	S	S	S	S	Moderate
234912	Metallurgist	S	S	S	S	S	S	S	S	S	Moderate
241111	Early Childhood (Pre-primary School) Teacher	S	S	S	S	S	S	S	S	S	Moderate
252411	Occupational Therapist	S	S	S	NS	S	S	S	S	S	Moderate
252511	Physiotherapist	S	S	S	S	S	S	S	S	S	Moderate
252611	Podiatrist	S	S	S	S	S	S	S	S	S	Moderate
253111	General Practitioner	R	R	R	R	R	R	R	S	NS	Moderate
253112	Resident Medical Officer	R	R	R	R	R	R	R	S	NS	Moderate
253211	Anaesthetist	R	R	R	R	R	R	R	S	NS	Moderate
253312	Cardiologist	R	R	R	R	R	R	R	S	NS	Moderate
253314	Medical Oncologist	R	R	R	R	R	R	R	S	NS	Moderate
253411	Psychiatrist	S	S	S	S	S	S	S	S	S	Moderate
253511	Surgeon (General)	R	R	R	R	R	R	R	S	NS	Moderate
253911	Dermatologist	S	S	S	S	S	S	S	S	S	Moderate
253913	Obstetrician and Gynaecologist	R	R	R	R	R	R	R	S	NS	Moderate

National Skills Commission - Skills Priority List June 2021

Look at the data in the table above. Can you see what occupations have skills shortages and where they are occurring? What state has less shortages of these occupations than the others?

## Geographic location

Regional Australia accounts for a little over one-third of the Australian population. Where you choose to live can impact your employment opportunities and the jobs you have access to. As there are less people living in regional areas there may be limited opportunities for certain jobs, while others may be in abundance.

Advances in transport and communication technology as well as more opportunities for remote working has created stronger labour market conditions in regional areas. Less people from regional areas are flowing into the city for work. The COVID-19 pandemic has meant that more people have moved from the city to regional areas, this has increased house prices and rental demand in these areas and has lowered the unemployment rate.

When considering a career, you need to look at geographical location and whether you will have access to a range of opportunities or will you need to settle for a less than ideal career with limited pathway options. You may also need to consider if it is worth being paid less for the same job or should you relocate to a more active job market.

Let's have a look at some of the key differences in labour markets in the city when compared with regional areas:



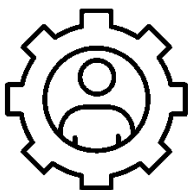
### Job availability

There are less people living outside of major cities where there are less jobs available. The job seeking website Adzuna Australia has found that 6.1 job seekers compete for a job vacancy in Melbourne, compared with 10.4 for the same role in regional Victoria.



### Salary

Salaries in the city are generally higher than in regional areas. This can be attributed to the lower cost of living in regional areas. According to research conducted by Adzuna Australia, Healthcare is the sole industry where workers can expect a higher salary in regional VIC, \$103,532 compared to Melbourne at \$89,715.



### Skills shortages

Regional areas can often have shortages of skilled workers, especially in the areas of healthcare and education. As an example, the National Skills Commission Skills Priority List in 2021 reported regional skills shortages for a number of occupations predicted to have strong future demand including: Optometrists, Orthoptist and Pharmacists.

The government often sets up target funding initiatives for workers in fields where there is a shortage or where they want to attract experienced employees. These initiatives are used to entice people with the desired skill set to move regional and help to service a community through higher salaries and housing assistance.

### Unemployment



Traditionally unemployment rates in regional areas tend to be well above the national average. However, in recent years, mostly due to the large number of people moving to regional areas since COVID-19, this has changed dramatically. Regional areas now have a much lower employment rate than major cities. In a number of areas this is up to half the rate. An increase in people moving to regional areas due to the pandemic has created more jobs, reducing the unemployment rate.

## TASK 4 EMPLOYMENT REGIONS INVESTIGATION



Let's investigate employment regions in Victoria.

Access the Labour Market Insight website by using the QR code or link provided.

<https://labourmarketinsights.gov.au/regions/employment-regions-jobactive/>



From the State drop-down menu select Victoria. One at a time access each of the 12 regions and find the following data to enter into the table provided below. Then, complete the allocated questions.

Number of people employed	Three Suburbs/Towns that are part of the region	Unemployment rate (%)		Top three industries
		2017	2022	
Inner metropolitan Melbourne				
Ballarat				
Barwon				
Gippsland				

Continued...

Number of people employed	Three Suburbs/Towns that are part of the region	Unemployment rate (%)		Top three industries
		2017	2022	
Goulburn/Murray				
North Eastern Melbourne				
North Western Melbourne				
South Coast of Victoria				
South Eastern Melbourne and Peninsula				
Western Melbourne				
Wimmera Mallee				

**QUESTIONS**

1. What trends in unemployment can be seen across all regions?

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2. Which region has had the largest drop in unemployment from 2017 to 2022? Why do you think this is the case?

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3. Beside the recent COVID-19 pandemic can you think of any other significant events that may have affected unemployment rates in the past?

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4. What industry employs the most people across all Victorian regions?

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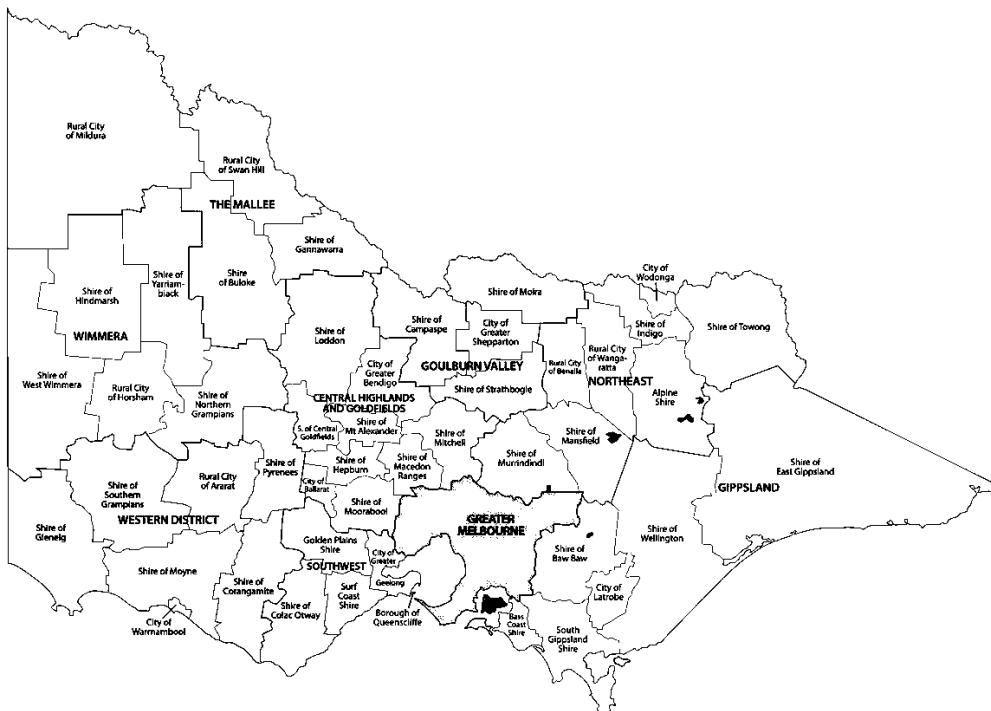
5. How do the top three industries in Metropolitan Melbourne compare with those in regional regions such as the Wimmera Mallee and Gippsland?

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## Industry growth areas


In Australia, there are 19 recognised industry areas. This includes an industry named “Other Services” which includes a range of diverse personal services like hairdressers, day spas, funeral and religious services and motor car repair and maintenance and other machinery repairs just to name a few. All data collected, collated and reported on through government departments like the Australian Bureau of Statistics (ABS) and the Labour Market Information Portal use these industry areas.

<p style="text-align: center;"><b>Accommodation and Food Services</b></p> <div style="text-align: center;"></div> <ul style="list-style-type: none"> <li>Hotels and motels</li> <li>Cafes, restaurant, take-away shops</li> <li>Pubs and bars</li> </ul>	<p style="text-align: center;"><b>Administrative and Support services</b></p> <div style="text-align: center;"></div> <ul style="list-style-type: none"> <li>Office administration</li> <li>Debt collection</li> <li>Call centres</li> <li>Travel agencies</li> <li>Pest control and gardening services</li> </ul>	<p style="text-align: center;"><b>Agriculture, Forestry and Fishing</b></p> <div style="text-align: center;"></div> <ul style="list-style-type: none"> <li>Farm workers and managers</li> <li>Seasonal farm jobs such as fruit picking</li> </ul>
<p style="text-align: center;"><b>Arts and Recreation Services</b></p> <div style="text-align: center;"></div> <ul style="list-style-type: none"> <li>Museums, zoos, parks and gardens</li> <li>Creative and performing arts</li> <li>Recreational and professional sportspersons</li> <li>Artists</li> </ul>	<p style="text-align: center;"><b>Construction</b></p> <div style="text-align: center;"></div> <ul style="list-style-type: none"> <li>Trade workers: Builders, plumbers, electricians, bricklayers, carpenters, labourers and stonemasons</li> </ul>	<p style="text-align: center;"><b>Education and Training</b></p> <div style="text-align: center;"></div> <ul style="list-style-type: none"> <li>Primary and Secondary Teachers</li> <li>University Lecturers</li> <li>Tutors</li> <li>Teacher Aids</li> </ul>
<p style="text-align: center;"><b>Electricity, Gas, Water and Waste Services</b></p> <div style="text-align: center;"></div> <ul style="list-style-type: none"> <li>Electrical supply, generation, transmission and distribution</li> <li>Gas and water supply</li> <li>Sewerage</li> <li>Waste disposal</li> </ul>	<p style="text-align: center;"><b>Financial and Insurance Services</b></p> <div style="text-align: center;"></div> <ul style="list-style-type: none"> <li>Banking</li> <li>Insurance</li> <li>Superannuation funds</li> </ul>	<p style="text-align: center;"><b>Health Care and Social Assistance</b></p> <div style="text-align: center;"></div> <ul style="list-style-type: none"> <li>General Practitioners (GPs)</li> <li>Dentists</li> <li>Ambulance Services</li> <li>Childcare</li> <li>Aged Care</li> </ul>

<b>Professional, Scientific, Technical Services</b>	<b>Manufacturing</b>	<b>Mining</b>
		
<ul style="list-style-type: none"> <li>• Computer system design</li> <li>• Legal and counting services</li> <li>• Veterinary Services</li> </ul>	<ul style="list-style-type: none"> <li>• Manufacturing of: Food, drinks, petroleum, coal, machinery and furniture.</li> </ul>	<ul style="list-style-type: none"> <li>• Exploration and extraction of minerals, oil and gas.</li> </ul>

<b>Other Services</b>	<b>Information Media and Telecommunications</b>	<b>Public Administration and Safety</b>
		
<ul style="list-style-type: none"> <li>• Laundry and drycleaners</li> <li>• Hairdressers</li> <li>• Day spas</li> <li>• Funeral and religious services</li> </ul>	<ul style="list-style-type: none"> <li>• Newspapers</li> <li>• Books</li> <li>• Software and online media</li> <li>• Broadcasting</li> <li>• Internet service providers</li> </ul>	<ul style="list-style-type: none"> <li>• Defence force</li> <li>• Police force</li> <li>• Federal, state and local government administration</li> </ul>

<b>Rental, Hiring and Real Estate Services</b>	<b>Retail Trade</b>	<b>Transport, Postal and Warehousing</b>
		
<ul style="list-style-type: none"> <li>• Car and Truck Hire</li> <li>• Equipment Hire</li> <li>• Farm animal and bloodstock leasing</li> <li>• Property sales and rental</li> </ul>	<ul style="list-style-type: none"> <li>• Stores that sell products: Fashion, footwear, pharmaceuticals, hardware suppliers, electrical goods, food and beverages.</li> </ul>	<ul style="list-style-type: none"> <li>• Moving goods by road, rail or air</li> <li>• Postal and courier services</li> <li>• Warehousing and storage</li> </ul>

<b>Wholesale Trade</b>

<ul style="list-style-type: none"> <li>• Middle step between producers and retailers. No shop front to sell their items.</li> </ul>



### Discussion spot 1.3

What industries do you think each of the following occupations belong to?








A. Nail technician	E. Event hire
B. Hardware shop sales assistant	F. Bouncer
C. Timber delivery driver	G. Mechanic
D. Radio host	H. Paralegal

## Emerging industries

Emerging occupations appear when things in our world change, developments are made and new challenges and opportunities occur. In the last two years our world has changed in response to the COVID-19 global pandemic. It has changed the way we work and has created demand for new products and the development of e-commerce skills and technologies. Businesses have had to adapt and so too their workers. We have seen the introduction of more click and collect retail options, restaurant quality food delivered straight to our doors and online remote meetings and learning. For some industries, these “forced” changes have created greater efficiency and productivity.

Emerging industries and occupations can be defined as new, frequently advertised jobs which are significantly different to occupations already defined by ANZSCO (Australian and New Zealand Standard Classifications of Occupations).

Data from the National Skills Commission’s 2020 employment projections predicts employment growth across all industries until 2025 with the exception of Manufacturing and Information Media and Telecommunications. The industries tipped to have the most growth include Health Care and Social Assistance, Accommodation and Food Services and Professional, Scientific and Technical Services. More recently NSC has identified 25 emerging occupations within the Australian labour market. These include:

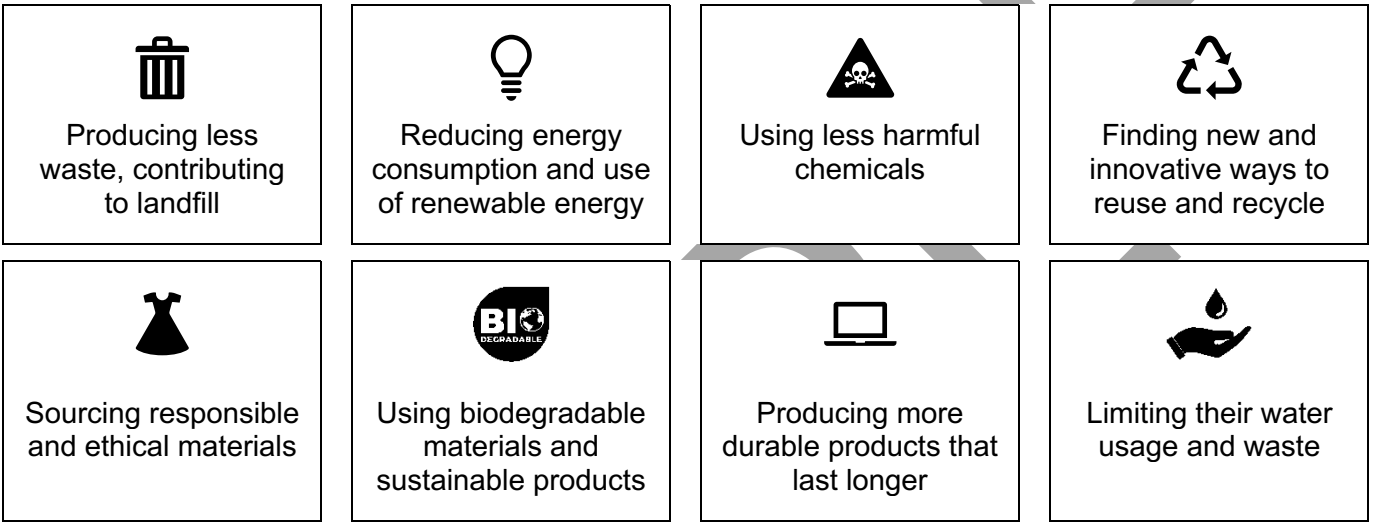
Digital Deepening 	<ul style="list-style-type: none"> <li>• Digital Marketing Specialists</li> <li>• Social Media Specialists</li> <li>• User Experience Analysts</li> </ul>
Emerging Business Practices 	<ul style="list-style-type: none"> <li>• Agile Coaches</li> <li>• DevOps Engineers</li> <li>• Logistical Analysts</li> </ul>
Sustainability Engineering and Trades 	<ul style="list-style-type: none"> <li>• Solar Installers</li> <li>• Wind Turbine Technicians</li> <li>• Hazardous Materials Labourers</li> <li>• Energy Efficiency Engineers</li> </ul>
Health 	<ul style="list-style-type: none"> <li>• Respiratory Therapists</li> <li>• Nurse Liaisons</li> <li>• Biostatisticians</li> </ul>
Regulatory 	<ul style="list-style-type: none"> <li>• Regulatory Affair Specialists</li> <li>• Energy Auditors</li> <li>• Compensation and Benefits Analysts</li> <li>• Risk Analysts</li> </ul>
Data Analytics 	<ul style="list-style-type: none"> <li>• Data Analysts</li> <li>• Data Scientists</li> <li>• Data Engineers</li> <li>• Data Architects</li> <li>• Pricing Analysts</li> </ul>
Refreshing ANZSCO 	<ul style="list-style-type: none"> <li>• Fundraisers</li> <li>• Researchers</li> <li>• Research Assistants</li> </ul>

## Green industries

Temperatures in the world are changing, droughts are increasing and tropical storms are becoming more severe. This is climate change and the reasons why it is so important that sustainability is a key focus for every individual, business and country. Everything that we buy, use, wear and throw away is impacting our environment. More industries need to find new ways to be “green” and make less of a negative impact on the environment.

Green industries are those industries and the businesses within them that are implementing economic activity that minimise their impact on the environment. They are making meaningful improvements and changing the way they do things to be more sustainable, reducing their negative impacts on the environment.

They are achieving this through:



Australia has committed to delivering net-zero emission by 2050. They are looking for practical and responsible strategies to both preserve Australian jobs and generate new opportunities for industries. As more industries transition to being green there will be an impact on our labour market. It is likely to create new jobs while making others redundant. Coal workers will be the hardest hit, this includes mechanical technicians, site administrators, drillers, machine operators, engineers and project managers. The industry currently employs around 49,000 people, but this is slowly declining (45,000 in 2021). Coal is the primary fossil fuel used for energy in Australia, however, renewable energy sources are becoming increasingly popular. This is creating more jobs for green workers such as sustainability supervisors, solar panel installers, recycling plant technicians, drone engineers and environmental scientists. It is estimated that renewable energy will be a major source of jobs in the next 15 years. From 2025 until 2035 it has been estimated that 35,000 new jobs will be available in the sector every year.

### Isn't that interesting!

#### Sustainable salons



The hairdressing industry is doing their bit to reuse and recycle with up to 95% of their waste now being recycled.

- Plastics from shampoo, conditioner and other hair products can be recycled into outdoor furniture and specified underground sheeting to protect the NBN.
- Leftover bleach and hair colour are collected, stored in bulk tanks and then neutralised into recycled water that can be used in construction and other road works.
- Hair waste from client haircuts is being used as compost and to create Hair Booms. Hair filled sacks that can be used to clean up oil spills. Hair is hydrophobic and biosorbent, meaning that it can repel water, attract and collect heavy metals and other contaminants such as oil.

## Local, national and global trends (current and future)

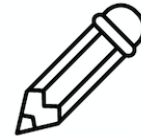
Globally the pandemic has affected employment. The International Labour Organisation found that labour force participation rates and hours worked have been severely impacted with lower to middle income countries most impacted. People who already face employment disadvantage such as the youth, elderly and migrant workers have experienced higher employment losses than other population groups.

Australia is classified as a high-income country and, from a strong economic position and through government assistance packages for individuals and businesses, we have seen our labour markets recover in the wake of the COVID-19 pandemic. Unemployment peaked at 7.4% in July 2020 and as of February 2022 has reduced to 4.0% which is the lowest it has been since October 2018.

Similarly to Australia, globally many of the fastest growing occupations have to do with sustainability. There is an increasing demand for renewable energy as it is slowly becoming more affordable. With several countries committing to achieving net-zero carbon emissions by 2050 it is estimated that by this time half of the world will be powered by renewable energy. Wind turbine service technicians and solar photovoltaic installers are among two of the top three fastest growing occupations.

Globally nine of the top 20 occupations tipped to have growth in the future are in the healthcare fields. With an aging population who will need to be looked after it is estimated the 10% of all new jobs created in the next ten years will be related to home help and personal care.

### TASK 5 JEOPARDY AUSTRALIAN JOBS



Time to play Jeopardy and explore Australian Jobs.

#### Equipment needed



eduClick Student Workbook



Stopwatch



Pen, pencil or highlighter

#### Instructions

1. In groups of 4 to 6 you will select a category and points amount. For example, "State by State for 400".
2. Your teacher will then ask you the corresponding question for the category and points amount from their eduClick teacher resource.
3. You will have 30 seconds to confer with your group once the question is read before giving your answer.
4. If you get the question correct the points are added to your groups tally which your teacher will have written on the board and you get another turn. If you get the question wrong the next question passes to the next team.
5. There is only one question for each category and points amount. You will need to cross off each one below after it has been used.
6. The team with the most points at the end of the game wins!
7. Once you have completed the game, your teacher will write eight questions on the board for you to copy and answer in the next section.

# JEOPARDY

## AUSTRALIAN JOBS EDITION

State by State	By Industry	Job Snapshot	Future skills	Growth Outlook	Shortages & Demand
100	100	100	100	100	100
200	200	200	200	200	200
300	300	300	300	300	300
400	400	400	400	400	400
500	500	500	500	500	500

## QUESTIONS

Think about the world that we live in and how it is changing. Consider how the nature of work is changing and how tasks are becoming more automated through the use of devices. Think also about our population, our age, priorities and way of life. Have you heard anything in the news or read something online about how the demographics of Australia are changing?

Read each of the following questions and see if you can think of a reason to justify the data.

For example: **Why do you think Victoria has had the highest employment growth?**

More people are living in capital cities. Melbourne in particular has had the largest population growth in recent years (specifically 2019 – 2022). With more people comes more opportunities and the need for employment.

**Question 1:**

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Answer:

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**Question 2:**

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Answer:

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**Question 3:**

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Answer:

**Question 4:**

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**Question 5:**

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SAMPLE

**Question 6:**

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**Question 7:**

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**Question 8:**

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Answer:

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