

Recruitment Information Package



www.swconnect.org.au

Join us and make a positive difference



Connecting Youth to Opportunities in Business and the Community

Youth Projects Officer Role

Photo: Students dining at the Sydney Tower Buffet Restaurant for the Future Links Tour.

Job Application Process - Apply Now!

- Go to <https://www.swconnect.org.au/youth-collective-impact/resources/>
- Review information about the recruitment process, position summary and video
- Apply directly via SEEK | EthicalJobs (choose one platform only)

1. Send an email to info@swconnect.org.au with your **Resume and Cover Letter** attached addressed to Ampha Mammone (Head of Strategic Development) and state in the subject line your First name and Surname plus **"Application Ref: SWCYCIT2021B"**
2. Complete the **South West Connect YCIT Recruitment Google Form** (all sections must be completed to be considered for the role)



info@swconnect.org.au

twitter.com/sthwestconnect

facebook.com/SouthWestConnect

JOIN US NOW



South West Connect is a not-for-profit organisation committed to empowering young people in South West Sydney to be resilient and resourceful individuals creating their own futures.

The Youth Collective Impact Team creates and delivers projects to inspire, develop and empower young people to achieve their potential. A great deal of background preparation involving a broad range of skillsets and stakeholders culminating in a wide range of events, workshops and programs involving 25 to 2,000 participants.

SWC offers the right candidates a rewarding career opportunity to develop, inspire and achieve. With a strong reputation in the school and business community for delivering innovative, engaging and impactful initiatives we are uniquely positioned to create projects that make a real and positive difference to the lives of young people in our community.

By submitting your application for the Youth Projects Officer role, you agree to receive emails from South West Connect containing information that we think may interest you (E.g. SWC newsletter publications, volunteering / job opportunities, and future Events / Programs)

Please apply as soon as possible
We are actively interviewing suitable candidates via Zoom

This recruitment process will close when a suitable applicant is appointed.

If this aligns with your career aspirations, please review our website and submit the relevant information in the job application process outlined above.

Please review the following on our website:

- About SWC Information Package
- Youth Projects Officer Summary Job Description
- SWC Operational Report, Case Studies, Newsletters, and videos
- Recent SWC Youth Collective Impact Programs

Thank you for your interest and we wish you all the best in your future endeavours.



SWC has a proven track record of empowering over 86,000 young people in South West Sydney to discover pathways to a better future for themselves and their families.

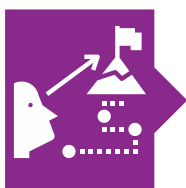
The **Structured Workplace Learning Team** and the **Youth Collective Impact Team** work with businesses, government agencies, community organisations, parents and schools to create initiatives that connect young people (5 -25 years of age) and their families to opportunities to enhance their life options beyond school.

Our Mission



- Empower young people to achieve their educational, social and employment potential
- Support students in career exploration, career decision making and the transition into work
- Engage communities, in particular local government and employers, around the needs of young people transitioning into the workforce
- Engage with and build relationships with schools and career advisers across our region to promote the importance of career education and workplace learning

Our Vision



To inspire young people and their families by connecting them to the resources, skills and opportunities that enhances their options and empower them to be their best.

Our Reach



We work with 42 High Schools and 103 Primary Schools, engage with all 3 education sectors NSW Department of Education, Sydney Catholic Schools and Association of Independent Schools NSW. We operate in Fairfield and Liverpool LGA and also in parts of Cumberland and Canterbury-Bankstown City Councils.

Our Action & Collaborative Approach



We achieve this through our Workplacement Program and the Youth Collective Impact Initiative. We partner with stakeholders across all sectors (business, school, family and community), building community capacity and strengthening aspirations and resilience for all young people in South West Sydney so they can create their own pathways to a better future.

**SWC services
"Region E"
covering 3 LGA's:**



Structured Workplace Learning (SWL)

Organises a one week placement in businesses for Year 11 & 12 VET students to enhance the skills learned in the classroom

Youth Collective Impact Team (YCIT)

Creates & delivers initiatives & projects to inspire, develop & empower young people to achieve their potential



SWC works across 3 Education Sectors

42

High Schools



103

Primary Schools



8,796

Young people participated in at least one of SWC's initiatives



6,990

HSC VET Students successfully completing a one-week work placement



746

Host Employers trained & developed workplacement students



315

Students participated in the **Big Dreams, Bigger Futures** as part of the **Communities for Children** initiative



3,320

Students developed their employability skills, confidence & ambition through **Work Ready sessions, mock interviews & career skills workshops**



635

Students expanded their horizons and **made industry connections** during the **Future Links, Future Ready Tours**



Workplace Learning Network (WLN)



SWC has been an active member of the Workplace Learning Network (WLN) for the past 3 years. The WLN is an association comprised of 16 organisations with a business model that focuses on the youth of NSW.

STATE wide Strength

LOCAL knowledge, impact, network and change

Across NSW, the WLN works with:

778

HIGH SCHOOLS



16 REGIONS

Including rural, regional and metropolitan



20,000+

HOST EMPLOYERS PER YEAR



3,000+

NEW HOST EMPLOYER BUSINESSES RECRUITED PER YEAR



60,000+

ANNUAL PLACEMENTS PER YEAR



Primary School students' Aspirational Future Links Tour at Cabra-Vale Diggers Club learning about hospitality / restaurants and the live entertainment industry before they went to the Sydney Theatre Company to do a backstage tour and watched a live Shakespeare performance



Dare to Dream students at Sydney Tower Restaurant 100 floors above the City



Cirque du Soleil performance as part of the STEP Up To Success program



Primary Industries workplacement students maintaining the Cabra-Vale Diggers Club landscaping and greens



STEPS to a Brighter Future students completing group activities and building SEL and employability skills



High School students interacting with aged residents in the FUSION program at a local aged care facility



Primary School students experience being a 'uni student' at Sydney University as part of many of SWC's Aspirational Future Links Tours including Mini Career Pals, Dream Big For a Better Future

Structured Workplace Learning Program

Workplacement is a mandatory component of industry based VET courses that students can choose as part of their studies for the NSW Higher School Certificate (HSC) in Stage 6.

Recognising the importance for students to gain real life work practices in order to build their employability skills and improve their employment prospects, SWC engages a broad range of Host Employers on behalf of all schools in Region E.

Workplacement is a one week placement with businesses, to enhance students skills learned in the classroom. It is a mandatory component of industry based VET courses for the NSW HSC and involves 70 hours of workplace learning. (35 hours in Year 11 and another 35 hours in Year 12).

SWC realises it can take some students more than 2 workplacements to complete their necessary hours, and placements may need to be changed due to extenuating circumstances. Staff work with schools sympathetically to accommodate these students. SWC is flexible, we arrange replacement workplacement as necessary.

SWC's flexible service delivery model maximises workplacement take-up by schools. Staff consult with VET coordinators/teachers regarding workplacement planning/ requirements, teacher expectations, specific deadlines, exam and assessment timetables, SWC utilises the whole school year arranging workplacements to accommodate differing availabilities of many schools and year groups in Region E.

SWC plan for individual student's requirements such as disability/learning support. SWC regularly communicates with VET coordinators/ teachers regarding workplacement planning/ requirements, teacher expectations, deadlines.

Workplacement | Stakeholder Engagement

SWC is the Workplacement Service Provider for Region E. SWC follows a proven methodology and a reliable process when engaging with current and prospective workplacement host employers.

SWC strategies are tailored to program objectives, scope, individual students and local context. SWC has a thorough in-depth understanding of the four NSW Education Standards Authority (NESA) Principles underpinning workplacement in the HSC.

SWC workplacement opportunities are purposeful, planned, and structured, ensuring the placement is relevant to the student's interests and aspirations, while performing 'real' tasks building on learnt skills and gaining exposure to professional work environments, culture and commercial operations.

SWC's 15 years experience in delivering workplacement services and 1,100+ community connections provide a strong foundation to schedule workplacements which meet course requirements and student readiness/expectations.



Host Employers are assigned an Employer Liaison Consultant who provides assistance with every aspect of the workplacement process. Dedicated **Workplacement Officers** contact the host employer before, during and after the placement. They also are a main point of contact for any issues arising during the placement.



Students are supported throughout their 2-year VET course and can access a range of resources on SWC's website. SWC assists schools with **Work Ready presentations and mock interviews** prior to the placement. SWC ensures students settle in well at the workplace and gain a meaningful experience relevant to their course.



Teachers are supported throughout the year by SWC including VET Advisory Panel (Workplacement Reference Group) meetings held each term. SWC sources and administers workplacements on behalf of the school. VET teachers have a dedicated Workplacement Officer who is the conduit between the school and the host employers, providing prompt and effective support throughout the student's workplacement.



Parents and Carers can access the Parents & Carers Guide to Workplace Learning before their child attends workplacement. This contains important information about preparing for a positive and realistic workplacement experience.



Youth Collective Impact Team

Collaborative Approach | Stakeholder Engagement

The Youth Collective Impact Team applies the methodologies determined by the Evidenced Based Programs that we deliver. Our approach involves creating initiatives that are tailored, based on consultation and research. To ensure an inclusive and robust process, we set up a Steering Committee comprising of stakeholders from the education, government and business sectors for our large scale projects.

For all other projects, SWC consults with Principals and the executive team, including classroom teachers, Year Advisors or Faculty Head Teachers to agree on common shared goals /objectives, decision making and evaluation process to measure impact of the project. Outcomes are reported back to key stakeholders in detailed impact reports and communication with other stakeholders and the broader community is made available through our newsletters, annual operational reports and video summaries on our website.

Throughout each program, SWC works with school teaching staff/ executive team to share resources and build capacity at each school to allow them to continue to benefit from the objectives/ outcomes of each program. SWC is a conduit for communication of opportunities, broadcast to appropriate personnel at school. SWC links students with employment opportunities (entry level jobs and Apprenticeships/ Traineeships). <https://www.swconnect.org.au/youth-collective-impact/programs/>

SWC facilitates the **Student Pop Up Café** and the **RIEP Class Chefs (student restaurant takeover)** events which both provide a workplace co-assessment opportunity and workplacement hours to students.



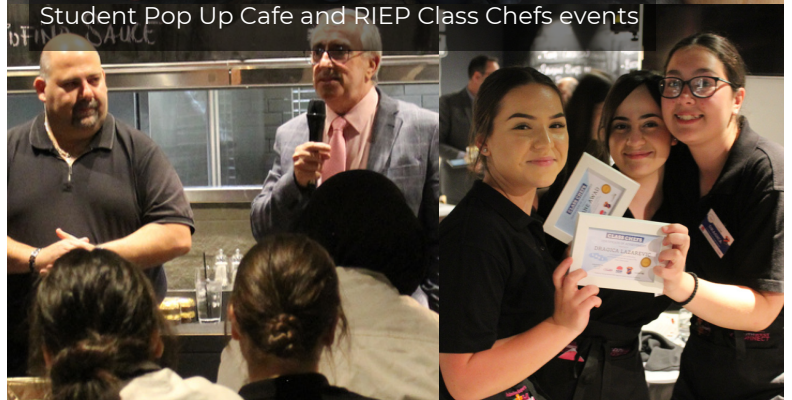
Student Pop Up Café: VET students run a café for the morning. Students make and serve up to 200 barista coffee and bacon and egg rolls in 4 hours; comparable to some of the busiest cafés in Sydney.



RIEP Class Chefs: VET students run a restaurant for one evening, showcasing their skills (120 paying customers receive a 3-course fine dining experience, including drinks). Schools receive a resources package developed in consultation with NSWDoE and Industry bodies.



Liverpool Girls High School students host the Student Pop Up Cafe and RIEP Class Chefs events



 Funding available

Contact SWC to host a subsidised RIEP Class Chefs events in term 1 & 2, 2022

SWC will project manage every aspect from start to end, including subsidised ticket sales/promotion through Eventbrite & table allocation.



Annual Youth Mental Health Summit:



(Evaluation feedback from all participants 2014 to 2020)



95% of Students agreed that mental health is important and it needs to be talked about more



88%
Teachers agreed

 **SAVE THE DATE**

The 2022 YMHS will take place in early term 2

Details to follow at:
www.swconnect.org.au



86% of Students learnt something new about mental health and wellbeing at the YMHS



78%
Teachers agreed



96% of students thought the YMHS was beneficial and would recommend it to their friends or colleagues



100%
Teachers agreed



97% of students had a positive experience at the YMHS and thought it helped to reduce the stigma attached to mental health



100%
Teachers agreed



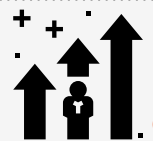
89% of students met a new service provider at the YMHS that they were not previously aware of



70%
Teachers agreed



92% of students were inspired by the presenters and workshop facilitators to take positive action towards improving their own mental health and wellbeing



100%
of teachers found the professional development session useful for their jobs

Based on participant feedback, schools value learning from other schools about the mental health strategies that work as well as how to overcome challenges encountered. Each year, the YMHS provides that opportunity for 500+ people to come together and actively improve the mental health and wellbeing of their school community and beyond.



95% of schools created strategies and mental health and wellbeing action plans at the YMHS to complement their existing policies

Strong mental health and wellbeing is the foundation for success at school, the workplace and in life. According to the Productivity Commission “there are up to a million people going untreated for mental health conditions in Australia with these illnesses costing the economy around \$180 billion each year.” The YMHS addresses the importance of young people having the skills and knowledge to identify the signs of mental illness and where to access their support networks. This increased awareness and support will reduce absenteeism and lost productivity at school, during work placements, work experience and in post-school employment.

Outcomes Achieved | VET Impact Summary since 2006

South West Connect actively supports and promotes VET careers across all sectors.

60,500 Workplacements across 12 VET Courses:



Information & Digital Technology



Business Services



Entertainment Industry



Retail Services



Food & Beverage



Kitchen Operations



Primary Industries



Electrotechnology



Human Services



Automotive



Construction



Financial Services



26,900
Work Ready and Mock Interviews

Students from Years 9 to 12 developed their employability skills and confidence

Career and Transition Expos
23,300 students



participated in Seek a Skill, Careers Market, Apprenticeship & Traineeship Expos



Wellbeing & Bully Prevention
6,350 students

participated in sessions (includes Best Enemies, Stymie and YMHS)



STEAM & Design Thinking
1,550 students

participated in Career Immersion events (includes workshops, Speed Networking, Career Explorer Industry Tours & STEAM Expos)



Student Restaurant Takeovers
13,560 dishes **11,355** drinks **4,410** customers

served by 980 students in Class Chefs & Student Pop Up Café

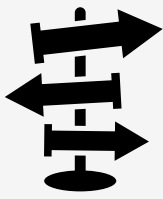


Funding available

Contact SWC to host a subsidised RIEP Class Chefs events in term 1 & 2, 2022. SWC will project manage every aspect from start to end, including subsidised ticket sales/promotion through Eventbrite and table allocation.

SWC supporting the NSW DoE EPPP initiative to "Strengthen careers advice and job-ready life skills for young people."

SWC Collaboration Impact



96%

of participants discovered new skills, resources and career and education pathway options

94%

of participants were inspired to set goals and make plans to achieve them



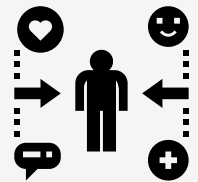
98%

of Teachers reported positive impact of program (increased confidence, participation and contribution)



92%

of students reported positive impact of program (these include increased engagement at school, improved problem solving and better decision making skills leading to reduced conflict and incidents at school)



Satisfaction

97% of participants



would recommend SWC to their peers and colleagues (because they enjoyed and found it worthwhile to participate in a SWC initiative)



Future Links, Future Ready

3,800 participants

includes students that completed workshops, Speed Networking, Q&A sessions, Career Explorer Industry Tours & Expos

FECAP (Fairfield Emerging Communities Action Group) Pathways to Employment Expo

2,700 participants

participants from CALD, migrant and refugee backgrounds attended (supported by Cabra-Vale Diggers Club since 2015)



STEP Up to Success

330 students

participated in workshops and Aspirational Future Links Tours, including a Cirque du Soleil tour

Mini Career Pals

1,600 students



12,800 letters exchanged

36,400 questions answered

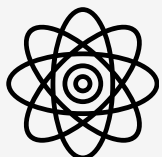
Aspirational career exploration and mentoring program for primary school students through letter writing



Early Intervention Programs

950 students

in 338 sessions across Dare to Dream, STEPs to a Brighter future and Dream Big for a better Future.




FUSION Fun Unite Smile Ignite Older New


(Work Immersion and Volunteering in Aged & Health Care)

384 students **187** sessions **6,295** hours of voluntary work experience

(Reducing generational and cultural barriers, increasing social cohesion and connectedness)

Selected Program Description | Outline

 **Future Links, Future Ready** (breaking the cycle of generational unemployment and welfare dependency) a unique & innovative approach to navigating careers and connecting with employers. The program includes a series of interactive sessions and tours to improve career and employability skills, help students gain the skills and resources to help them overcome common barriers. SWC Partners with Local Employers like Cabra-Vale Diggers Club to deliver the Career Explorer Industry Tours component, a guided, interactive excursion where students (aged 11-19) visit and meet future employers onsite to learn about the different skills, attributes and other requirements for the role / industry. **These Work Immersion / Inspiration style sessions include workshops, team activities and mentoring by staff to gain work related experiences.** This leaves a lasting impression on the students and increases engagement, helping them to link what is learned in the classroom and how it can be applied in the world of work. Students who do not have positive work role models noticeably benefit from these tours. The Speed Networking component allows up to 200 students to meet role models in a variety of career sectors and ask questions in small groups. Students can meet up to 30 professionals, where they can gain mentoring opportunities and build on the Skills Journal provided to assist them map their career journey.

 **FUSION, (Fun Unite Smile Ignite Older New, an Aged and Youth Partnership)** is a program that bridges the cultural and generational gap, promotes careers and volunteering in the aged and health care sectors and is based at an aged care facility. 384 high school students have participated in 187 sessions gaining 6,295 hours of voluntary work experience.



Early intervention programs that provide employability skills for successful transition from primary to high school include **Dare to Dream, STEPs to a Brighter Future and Dream Big for a Better Future**. 950 students have participated in 338 sessions gaining skills to improve resilience, problem solving, communication and responsible decision making, which enhance employability skills.



Mini Career Pals The program involves a class of Year 5/6 students from different schools exchanging letters throughout the school year with adult volunteers from different vocations and professions to improve literacy and inspire their learning through the art of letter writing. At the conclusion of the year, students had an opportunity to meet their career pals during a group excursion to the CBD where they had lunch at the iconic Sydney Tower restaurants and had a behind the scenes tour of the Sydney Opera House and ABC television and radio studios. SWC hosted a breakfast training session to share the resources and tools to allow schools to replicate the program within their own schools. Building the capacity of the teachers allowed the program to be self-sustaining leading to over 1,600 students exchanging over 12,000 letters with hundreds of adult 'Career Pen Pals'.



STEP up to Success (Empowering Aboriginal Future Leaders) This program works with young Aboriginal leaders and their peers to train them to build resilience and life skills in raising their aspirations and financial literacy skills which empowers them with the confidence to excel in class and in life. The program comprises of multiple layers of activities and programs that lift the aspirations of the students and encourage them to dream about their futures.

TOP TIP

for completing the Google Recruitment Form:

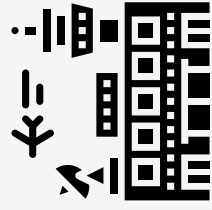
Visit our website

www.swconnect.org.au

to access details about past and current projects.

The initiatives outlined above were made possible through the funding received under the NSW ClubGRANTS program by Cabra-Vale Diggers Club, administered by Fairfield City Council. SWC also thanks all our funding providers for their continued support of our projects and initiatives in the community.

Region E Environmental Scan



New Infrastructure Projects

Western Sydney International Aerotropolis
 Airport Commercial Precinct
 Airport Passenger Terminal Precinct
 Airport Freight, Logistics and Commercial Precinct
 Western Sydney International (Nancy-Bird Walton) Airport

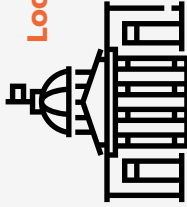


Transport

Road, Railway, T-Way, Bus and Motor Vehicle

Local Government Areas

Liverpool
 Fairfield
 Cumberland
 Canterbury-Bankstown



Aboriginal and Torres Strait Islanders



3,012 Liverpool City
1,482 Fairfield City
181 Merrylands Central



201,869 Born Overseas

40.7% Liverpool City (83,238)
53.9% Fairfield City (107,068)
49.3% Merrylands Central (11,563)

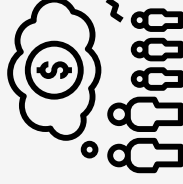
Population

441,095 (2016)
464,165 (2019)



121,374
Young people

41,678 Primary School Students aged 5 to 11
35,708 High School Students aged 12 to 17
43,988 Tertiary Education / Young Workforce aged 18 to 24



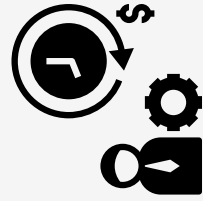
60% Socio-Economic Disadvantage

42 out of 70 suburbs in Region E are socio-economically disadvantaged, have a SEIFA (Socio-economic Indexes for Areas) Score below 960



Employment & Labour Force

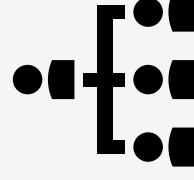
180,740 Total labour force (participation rate)
91.07% Total Employed (164,607)
8.93% Total Unemployed (16,133)



Employment Status
106,693 Full-time
52,935 Part-time
4,979 Other



38,989 Registered Businesses
22,253 Non Employing Businesses
19 Industry Sectors



16,736 Employing Businesses
15,977 with 1-19 Employees
731 with 20-199 Employees
28 with 200+ Employees

Source: Australian Bureau of Statistics data (2016 Census) interpreted by South West Connect.



Moving Forward

Through our collaboration and established networks across the education, business and community sectors, SWC have created sustainable initiatives that address health and wellbeing, youth unemployment, employability skills, transition and pathway options that will allow young people to become economic, social and civic contributors in their community.

Thank you for your support by showing interest and taking the time to read this information package. SWC wishes to thank schools, businesses, community organisations, volunteers and participants for their contribution towards a better future for the youth in our region.

Valuable partnerships with forward thinking schools and businesses allows SWC to continue to improve learning and employment outcomes for young people to make a sustainable, positive impact in Region E.


OUR IMPACT SINCE 2006

60,500 
Student Workplacements
across 12 VET Courses

15,800 
Students participated in a **Mega or Mini Seek a Skill Interactive Careers Expo**


8,420 
Volunteers
across all SWC programs

3,010 
Students and parents participated in the **Big Dreams, Bigger Futures** as part of the **Communities for Children initiative**


2,030 
Work Ethic Awards & Gift Cards awarded to students at annual presentation days

10,275 
Students attended **319 Industry visits & tours**

16,300 
Students from Years 9 to 12 developed their employability skills, confidence & ambition through our career skills workshops

815 
Evidence Based Program sessions delivered to students (to build resilience, improve problem solving skills, make responsible decisions & achieve goals)

6,200 
Hours Volunteered by young people through initiatives like **FUSION & Youth Advisory Committees**

2,142 
Students, teachers & service providers participated in the annual **Youth Mental Health Summit** (focused on removing stigma & making positive connections with service providers)

171 
Partnerships created

3,175 
Host Employers, Project Partners & Stakeholders **engaged**

For additional information, please contact South West Connect on:(02) 9822 9370 | (select option 2 for the Youth Team)
www.swconnect.org.au | info@swconnect.org.au
PO Box 68, Edensor Park NSW 2176 | Bossley Park Community Centre, 28 Belfield Rd Bossley Park NSW