Semester 2, 2016
Program of events and services to support career development and prepare students for employment.
You must book in on careersonline.unimelb.edu.au to attend and to confirm venue.

Career Express Drop-In Service
10 minute consultation to get feedback on job applications or to talk about your career queries. Visit us at Stop 1 (Parkville).
Location and timetable at careers.unimelb.edu.au/student/come_and_see_us

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<td>Monday–Friday</td>
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Make Experience Matter Week
A week packed with activities designed for you to connect with employers, explore opportunities and build your career story. Book now careers.unimelb.edu.au/mem2016

8–12 August

Identifying and Developing Your Skills
Identify your skills and attributes, gain strategies to develop these further, and enhance your marketability to future employers to secure employment outcomes.

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How to Prepare for the Careers Fair
Are you going to attend the Careers & Opportunities Fair? This session is for all students and will look at developing practical strategies for preparing, researching and interacting positively with employers in order to make a great first impression.

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Career Wise: Gaining Experience
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Career Wise: Presenting the Best You at Interview
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Career Wise Environments: Career Planning for International Students
Specialised information for International students on career planning, including advice on work and residency pathways (with Guest).

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Make Experience Matter: Elevate Your Career with Entrepreneurship
Explore the opportunities available to you to help launch your ideas and career as an entrepreneur! Learn from and be inspired by our knowledgeable panellist. Understand what enterprise skills are and why they are important as both entrepreneur or as a future employee!

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Career Wise: Engineering and IT Internships in the Engineering and IT Industries
All you need to know about Engineering and IT internships, vacation work and other work experience opportunities.

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Career Wise: Ultimate Guide to Resumes and Cover Letters
Do you want to be noticed by employers when you send in your resume and cover letter? Learn how to market yourself effectively and stand out from the crowd!

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2016 Employers Talk: Mynavi Global Careers Japan Information Session
This two part event will provide specific advice and tips to obtain a job offer through Mynavi’s career fair in Sydney on 10-11 September 2016 and information about the companies who are keen to recruit fair attendees.

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Careers & Opportunities Fair
Meet representatives from organisations that offer paid vacation programs, internships, cooperative placements, volunteering, international and local employment opportunities. This your opportunity to build your experience whilst at university, or potentially gain a position upon graduation.

Wednesday 10 August
10.30am–12.30pm

Resume Marathon
In this competitive job market, a well-crafted resume can make you stand out among hundreds of job seekers. Join our Resume Marathon event for a quick 15-minute resume check by professional careers consultants, industry HR experts and employers from a wide cross-section of industries.

Thursday 11 August
1.00–3.00pm

2016 Employers Talk: Optiver Recruitment and Information Session
Optiver will be on campus to discuss their current opportunities and test potential candidates! It is a great chance to learn more about them and which role best suits you, as well as ask us them any questions!

Thursday 11 August
12.00–2.00pm

Turning Your Study Skills into Employability Skills
Do you sometimes wonder whether the skills you develop at Uni translate into skills for the workplace? Skills such as research, critical thinking, teamwork and writing DO equip you for job seeking and are highly valued by employers! In this session, we will examine the kinds of critical skills you develop through tertiary study, and explore how to rethink these skills for job seeking.

Friday 12 August
12.00–1.30pm

Career Wise: Gaining Experience
Deciding on what to do to get some work experience? This session overviews a range of possibilities available with the focus on course or career-related work experience.

Friday 12 August
1.00–2.00pm

Degree to Where

Career Wise: B. Environments to Where?
Are you exploring your career options in the area of the built environment and seeking to understand career pathways?
In this session:
• Develop a career strategy and plan
• Consider reality testing to make decisions

Monday 25 July
1.00–2.00pm

Tuesday 13 September
12.30–1.30pm

Career Wise: Understanding Yourself to Generate Career Ideas
In this workshop, students have the opportunity to deepen their self-understanding in a way which is helpful for thinking about careers. We also look at how to use these insights to come up with career ideas and/or to weigh up ideas which students already have.

Monday 1 August
12.30–1.30pm

Friday 5 August
12.30–1.30pm

Inside Careers

Inside Careers: Property
The property sector offers very diverse careers. Our presenter is a graduate of the University of Melbourne, and has extensive experience in the housing and property sector.

Wednesday 24 August
1.00–2.00pm

Inside Careers: Landscape Design
Where can a landscape design career take you? Who hires our graduates and what kinds of opportunities can a graduate expect to find? This session is intended for postgraduates to assist with career exploration.

TBC
Prepare Yourself for Employment

Career Wise: Understanding Yourself to Generate Career Ideas
In this workshop, students have the opportunity to deepen their self-understanding in a way which is helpful for thinking about careers. We also look at how to use these insights to come up with career ideas and/or to weigh up ideas which students already have.

Monday 1 August
Friday 5 August
12.30–1.30pm

Career Wise: How to Approach People to Research your Career
This session provides a systematic approach to identifying the “right” people to connect with, and shows you how to make useful connections with people who know: career options within your field; the key grad skills and knowledge sought; and insider information not found in formal literature.

Tuesday 2 August
Monday 12 September
12.30–1.30pm
Friday 5 August
10.00am–12.00pm

Career Wise: Trouble deciding on a Career?
A workshop for undergraduate students which will help tackle the challenges which can come up in making a decision about career. Suitable for students who have a number of ideas but wondering how to move through to a decision.

Wednesday 3 August
1.15–2.45pm
Thursday 4 August
2.15–3.45pm
Thursday 15 September
10.00–11.00am

Career Wise: Secure Your Internship
Want to gain real experience in the workplace? This workshop aims to equip you with the knowledge, skills and attributes required to successfully organise your internship.

Friday 5 August
12.30–1.30pm
Friday 23 September
10.00–11.00am

Career Wise: Gaining Experience
Deciding on what to do to get some work experience? This session overviews a range of possibilities available with the focus on course or career-related work experience.

Monday 8 August
Friday 12 August
1.00–2.00pm

Career Wise: Exploring Global Work Opportunities
This session will explore the global job market and provide pointers on how to look for an international career. Suitable for both local and international students considering offshore jobs.

Friday 12 August
12.00–1.00pm
Monday 19 September
12.00–1.00pm

Career Wise: Understanding Australian Workplace
Entering the workplace for the first time is daunting, especially for international students. This session will explore the nature of the Australian workplace and provide advice on how to navigate it successfully.

Monday 15 August
12.00–1.00pm
Tuesday 20 September
1.00–2.00pm

Career Wise: Understand What Employers Want
Do you know what employers want? This session will give you insight into the kinds of skills and personal qualities that are in demand now. Find out how to develop these skills during your time at University and beyond.

Monday 15 August
1.15–2.15pm
Wednesday 21 September
11.00–12.00pm

Career Wise: Job Search Strategies
Looking for a job? Find out how to ramp up your job search skills to help you become an active and motivated job seeker. Be prepared to participate to get the best out of the session.

Wednesday 17 August
12.00–1.00pm
Friday 19 August
11.00–12.00pm
Monday 5 September
1.00–2.00pm
Career Wise: Making Direct Approaches to Employers

Research shows that up to 80% of jobs are never advertised - these jobs form part of the "hidden job market" where jobs are accessed via networking. It is critical that you connect with employers to access this significant market, as well as inform your career via conversations with professionals.

Wednesday 17 August
11.30am–1.00pm
Tuesday 6 September
12.00–1.30pm

Career Wise: Networking for Career Success

More than ever, getting your first job, and progressing in your career depends on networking. Learn how to become a competent networker by attending this session.

Thursday 18 August
Wednesday 7 September
10.00–11.00am
Tuesday 15 September
12.00–1.00pm

Career Wise: Ultimate Guide to Resumes and Cover Letters

Do you want to be noticed by employers when you send in your resume and cover letter? Learn how to market yourself effectively and stand out from the crowd!

Wednesday 27 July
1.15–2.15pm
Monday 1 August
1.00 – 2.00pm
Tuesday 9 August
12.15–1.15pm
Thursday 18 August
10.00–11.00am
Tuesday 23 August
2.15– 3.15pm
Wednesday 31 August
12.00–1.00pm
Monday 5 September
2.15–3.15pm

Career Wise: Presenting the Best You at Interview

Practice and fine tune your interview skills before presenting to an employer. This session will allow you to practice in pairs or small group, learning hints and tips to general interview questions and also ones that are specific to your discipline.

Friday 29 July
Wednesday 3 August
Monday 8 August
Tuesday 16th August
1.00–2.00pm
Friday 9 September
10.00–11.00am
Friday 26 August
Thursday 1 September
Thursday 15 September
1.00–2.00pm

Career Wise: Understanding Psychometric Testing

Psychometric tests can be a challenging part of selection for graduate and vacation programs, but there are positive things you can do to enhance your performance. This session is for all students and will look at how and why these tests are used, what the tests look like, and how to prepare.

Friday 12 August
1.00–2.00pm

Career Wise: Getting Started with LinkedIn

LinkedIn is becoming an increasingly important professional platform for networking and establishing your 'online presence'. This session is for any students who are in the process of establishing themselves on LinkedIn.

Monday 22 August
1.00–2.00pm
Thursday 1 September
12.00–1.00pm
Career Wise: Navigating Workplace Culture
Effectively navigating workplace culture plays an important part in your career success. Suitable for all students, this session will take a closer look at how you can make a great start at any new job.

Monday 22 August
2.15–3.15pm
Tuesday 13 September
10.00–11.00am

Career Wise: Responding to Selection Criteria
So, you have your cover letter sorted and your resume is up-to-date - now it's time to tackle Selection Criteria! Learn the what, why and when of Selection Criteria and how write responses that help to present the best of you.

Thursday 25 August
2.15–3.15pm
Monday 29 August
12.00–1.00pm

Career Wise: Making the Most of LinkedIn
LinkedIn is becoming an increasingly important professional platform for networking and establishing your 'online presence' to assist with job seeking. This session is for any students who are established on LinkedIn and want to make the most of its networking potential in job search.

Tuesday 30 August
12.00–1.00pm
Thursday 8 September
1.00–2.00pm

Industry Events

Environments and Design Industry Night
A built environment showcase and networking event organised by student societies, Faculty, with support from Melbourne Careers.

Wednesday 7 September
6.00–9.00pm

Preparation Sessions for Industry Night

Journey to the Environments & Design Industry Night
Environments & Design Industry Night is coming. Attend this session and learn how to prepare.

Monday 29 August
12.00–1.00pm

Making the most of the Environments & Design Industry Night
Get ready for the Environments and Design Industry night with tips and advice on networking.

Tuesday 5 September
12.00–1.00pm

What’s Next After the Environments & Design Industry Night
Discussion on how to make the most of the Industry night experience, for Environments and School of Design students.

Friday 9 September
1.00–2.00pm