

ALL ABOUT WORK INTEGRATED LEARNING "WIL"

Web Version
Footscray Park Campus
March 2012



Welcome!

Work Integrated Learning
Preparation Program

Agenda - Outline

1. Introduction – Welcome - the WIL Team
2. What is WIL?
3. Why WIL?
4. Preparation – WIL Stages
5. WIL Facts - Who, How, When & Where!
6. Registration
7. Program Schedule
8. Announcements
9. What next? ... Q & A.

The WIL Team:

INTRODUCING you to the team ...

The WIL team ...

- ... will work with you to target suitable Co-op, BIL or PLP positions;
- ... work with industry to negotiate suitable WIL positions;
- Find your own? Self source? DIY? ... Ok, but we need to review & approve your position;
- ... are based at Footscray Park (G348) ...
and City Flinders Campus (Level 10, Rm 1047);
- WIL Coordinators also visit City Flinders and Queen St.

What is Work Integrated Learning (WIL)?

· Broadly speaking, Work Integrated Learning:

1. refers to any workplace based activity or program which **integrates learning** with its application in the **workplace**;
2. may vary in structure, format, duration, objectives and outcomes;
3. is an important cornerstone of VU's long term strategy and **commitment** to ensure that ALL students obtain valuable **Learning in the Workplace** or Community experience as part of their studies;
4. is where "work" becomes the means by which learning occurs;
5. is a key to students acquiring necessary skills and **Graduate Capabilities**.

What is Work Integrated Learning?

WIL is ...

- ✓ the combination of **industry-based work** in a **relevant** position, and an **on-line curriculum and assessment**;
- ✓ **preceded by a WIL** Preparation Program which includes a range of career & professional development activities;
- ✓ co-ordinated by the **Work Integrated Learning staff**, (part of CWILT);
- ✓ now in place at VU for nearly **50** years (since 1962);
- ✓ Started as just "Co-op" ... now also BIL and PLP and ...
- ✓ ... with the Preparation Program ... **today**

... and your **Registration tomorrow!**

WHAT is WIL?

- WIL units are **fully credited** subjects – count towards your degree.
- Each unit (subject) carries 12 credit points.
- Can NOT enrol **UNTIL** you have an approved WIL position.
- Units/subjects include:
 - BBB 3001/2 - Co-operative Education 1 & 2 (“Co-op”),**
- each require a minimum of 5 months relevant, paid, full-time employment together making up a “Co-op Year”);
 - BBB 3100 / 3200 -Business Integrated Learning and Professional Legal Practice**
- recognise a range of work-based project, casual or voluntary professional activities of approx. 150 hours;

WHY WIL?

FAST FACTS

- Approx 2000 students have participated in Work Integrated Learning over the past 5 years;
- More than 65% of last 3 year's Co-operative Education students obtained **ongoing employment** with their employer;
- Many positions are potentially **permanent** positions;
- Approx. 20% of hospitality and/or tourism students do Co-op **overseas or interstate.**
- Centre WIL Co-ordinators source a majority of positions.
- Co-op Graduates are **recruited earlier** and have the relevant workplace experience **demand**ed by graduate employers.

Why do WIL?

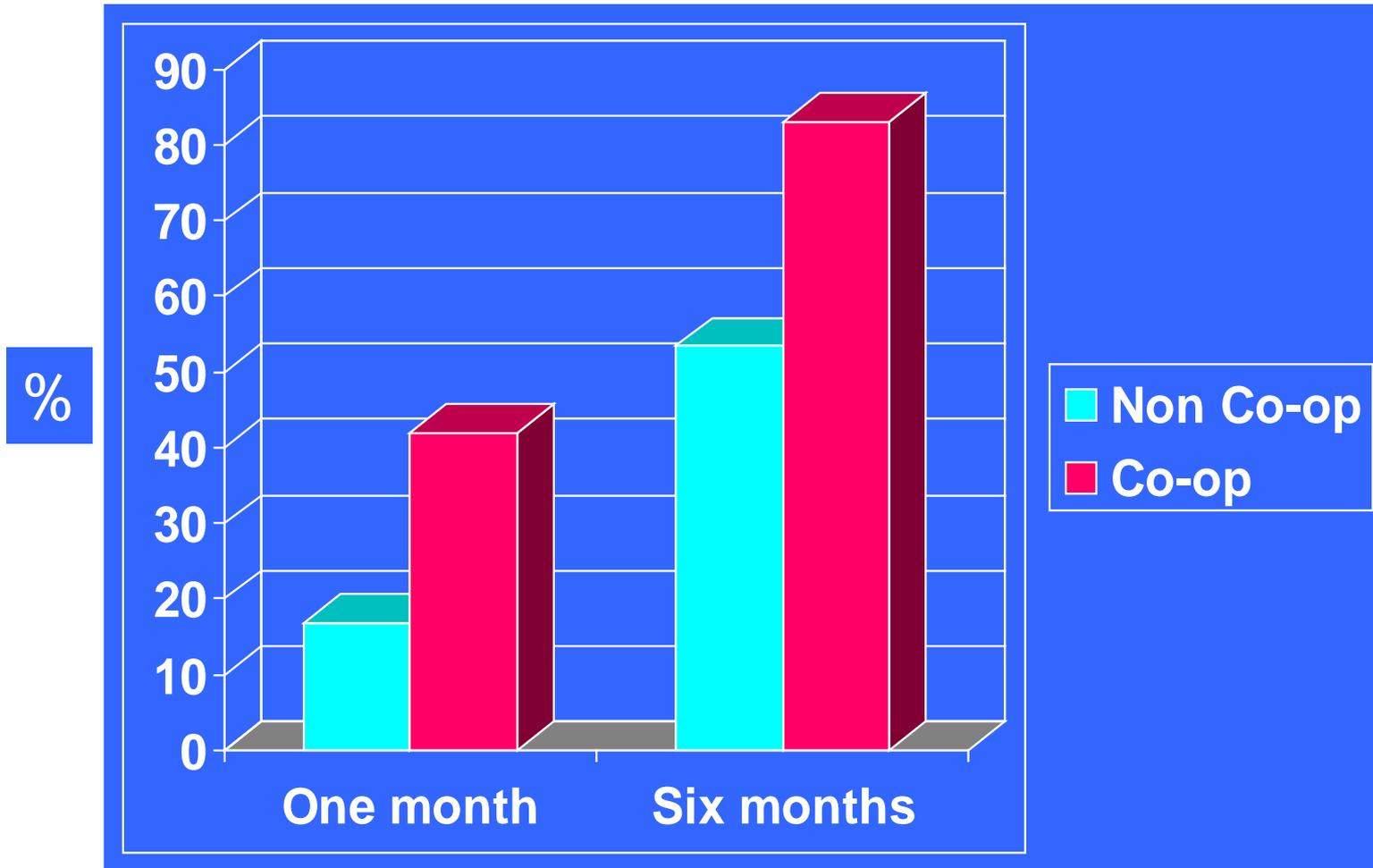
... most do because of ...

Vastly improved graduate employment prospects!

*Research indicates that students who graduate **with Co-op** commence graduate employment much **earlier** and more often in **relevant** fields than students who do **not** do Co-op.*



Employment Facts



The Work Integrated Learning Program

Work Integrated Learning consists of two Stages:

Stage 1: Preparation 2012

WIL Preparation Program

Per Schedule ...

... a range of activities and personal support designed to build your **competitive employment skills** and a professional approach to your career
... it is up to **YOU** to participate!

Stage 2: Employment AND Enrolment 2012/13

Up to a year of approved on-the-job industry experience while enrolled in one of the 4 WIL Units

i.e. Co-op 1 & 2, Business Integrated Learning or Professional Legal Practice.

Who is Eligible?

- ✓ All students studying undergraduate Bachelor of Business or Laws Degree courses;
- ✓ WIL Units may be included in your course as a **requirement** (Hospitality and Tourism and Event Management) or **optional** in all other courses;
- ✓ If optional, you *may* substitute these Units for **PD 3** ...
 - *Please check with your Academic Course Co-ordinator if unsure (for continuing students only);*
- ✓ **International students CAN** participate (in "BIL" Business Integrated Learning).
- ✓ You must register and actively participate in the **WIL Preparation Program**.



Work Integrated Learning can be fun ...





... and provides direct contact with industry & employers!

HOW to find an Authorised “WIL” Position?

Positions sourced, negotiated, secured and distributed by WIL staff.

- **Exclusively** for WIL Registered students;
- **Advertised** through the Centre;
- Competitive, **but mostly only** with other VU (and poss. other) students;
- Go through standard job **recruitment / selection** process;
- Student appointed, enrolls and starts employment.

Primarily “Student Sourced” Positions
ie. Advertised Within the “Open” (Public) Job Market or Targeted “Pro-actively”

- **Student sources** position through public forums or own networks – in **consultation with WIL Co-ordinator**;
- May be openly advertised and competitive with external/public employment market;
- WIL Co-ordinator assists, **approves** strategy and position options, and any resulting advertisements/offers as well as job suitability - **must meet all criteria**;
- Student commences Co-op or BIL/PLP employment and enrolls.

Where? ...

WIL STUDENTS HAVE KEPT GREAT COMPANY WITH ...



Accor Hotels, Asia Pacific & UK	KPMG
Allens Arthur Robinson	Melbourne Convention and Exhibition Centre
ANL Container Line	Melbourne Water
ANZ Bank	Mercedes Benz
Australia Post	Minter Ellison
Bendigo Bank	Mushroom Records
CitiPower and Powercor Australia	nab National Australia Bank
Commonwealth Bank Australia	Novotel Melbourne On Collins
Crown Hotels	Parks Victoria
Department of Education & Early Childhood Development	Qantas Airways, LAX, USA
Disney World, Florida, USA	RACV Club & RACV Tourism
Dun & Bradstreet	Scienceworks & Melbourne Museum
Ernst & Young	Seaway Agencies
Fair Work Ombudsman	Shell Australia
Ford Motor Company	Sheraton Hotels
GM Holden	Sofitel Melbourne
Hyatt Hotels	TelstraSuper
HLB Mann Judd	Toll Holdings
Honda Australia	Transfield Services
Huntsman	Victoria University
IBM	Webjet
IHG InterContinental Hotel Group	Western Bulldogs Football Club

WIL - Where?

From Footscray to Philadelphia;

From Melbourne to Manchester;

From Club Med to Christmas Island;

Or

From Brooklyn Vic, to Brooklyn NY!

Your WIL Registration Kit

In your WIL Registration Kit ...

Please review ALL pages carefully. These include:

- How to Register;
- FAQ's on WIL;
- Communicating with your WIL Co-ordinator;
- WIL Job Search Flowchart (the process);
- Obtaining an Authorised WIL Position;
- WIL Program Guidelines
essential reading – includes our “terms and conditions” which you are agreeing to upon registration.

On-line Registration

Details as per your Registration Kit ...

Go to www.businessandlaw.vu.edu.au/wil

See info for students, "Register Online". The following screen appears ...

for first visit only "Click here to register", complete details and submit ... That's it! .

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Google **SEARCH**

[Home](#) | [Campuses](#) | [Courses](#) | [Faculties](#) | [TAFE](#) | [Library](#)

WORK INTEGRATED LEARNING

[Student Registration System](#)

Log in to view existing details or [click here to register](#).

Use your student id as your username and the password you selected when you registered.

Username:

Password:

NOTE: For subsequent visits, you will need to remember your password to return to the site to revise/update any personal details.

WIL Steps - CHECKLIST

Over the next two years you will need to ...

- ✓ **Register/Participate** in WIL Preparation Program, develop/submit **resume** etc;
- ✓ If **OPTIONAL** in your course, ensure you have a **free elective** - or 2 – remaining (see your Course Co-ordinator if unsure) – remember, you **MAY** be able to substitute 1 WIL Unit for PD3 if required;
- ✓ Seek/obtain a relevant position, either through the WIL Co-ordinator or your own networks/sources – refer to “**Obtaining an Authorised WIL Position**”;
- ✓ Once you have confirmed a position that meets the criteria, you then attend a **WIL Commencement Briefing** & obtain your WIL Enrolment Authorisation letter;
- ✓ **Enrol** in appropriate WIL Unit;
- ✓ Commence/**complete curriculum** and assessment tasks via Blackboard/WebCt;
- ✓ **Complete workplace** experience, submit final reports and receive your HD!

Work Integrated Learning Program Schedule

- ✓ **All About WIL ... SEE HANDOUT ... SIGN UP NOW ...**
TWO important Workshops to attend ... starting Week 7
 - ⇒ Workshop – Building your **professional WIL** “Winning Resume”;
 - ⇒ Workshop – **Application and Cover Letters** – Make yours stand out!
 - ⇒ Workshop **sign ups** – following presentation.
- ✓ Variety of WIL **Career Development** seminars/panels to attend (may include site visits, careers’ panels, etc by discipline);
- ✓ WIL Co-ordinators will meet with student/s to discuss specific industry options/opportunities **AFTER** the Workshops ...
- ✓ Look out for WIL **emails**.

Work Integrated Learning Program Schedule

- ✓ ⇒ RESUME Workshop – Building your Professional WIL “Winning Resume”
- ✓ Dates/Times include:
 - Tuesday 17 April 1:00 pm Rm PB106 - closed
 - Wednesday 18 April 11:00 am Rm G433 - closed
 - Thursday 19 April 10:00 am Rm PB108
 - Thursday 19 April 11:00 am Rm PB109
 - Thursday 19 April 12 Noon Rm G512
 - Thursday 26 April 12 Noon Rm G512

OTHER/MORE INFO?

- Centre office: **G348 at FP** - open from 8:30 am to 4:30 pm
- Handouts and general information are available from the Centre.
- WIL materials online at: <http://www.businessandlaw.vu.edu.au/wil>
(following the respective scheduled session.)

ALSO CONSIDER ...

1. *VU Careers* ... vu.edu.au/careers ... Register on Work Wizard for job notices, updates, & events;
2. Access *My ePortfolio* for skills and career planning, with *e-tutorials*, via *MyVU Portal*
(Develop a skills portfolio ... Make connections in your field ... find a mentor... join a professional association);
3. In the right course? Seek out VU Careers Counselling services;
4. What about **SIFE**, Mentoring Programs, "**Students as Staff**" at VU ... ???
5. **Int'al students?** The ISA, "English Conversation" Program, the Faculty "Have a Chat" sessions,
(see Caatherine, the Faculty Officer – G347 for details)
6. Student associations eg "**AFISS**", **Accounting, Finance & Investment Students' Society**, **VU Law Students Society (VULSS)** and ...
7. Various Govt department job/career sites incl: www.jobguide.deewr.gov.au & www.myfuture.edu.au
8. **Student memberships** with Professional Associations? Eg Finsia, YTN, etc

Event Management Students

WIL is mandatory for Event Management students so you are likely to meet or correspond with **ANDREA CROSS**, Event Management WIL Co-ordinator.

ANDREA provides:

- Weekly Employment Update to all registered Event Management Students
 - BIL, Co-op and Volunteer positions (**open to all students**)
- No need for an empty resume – **WE HAVE LOTS OF VOLUNTEER POSITIONS!**
 - Melbourne Food and Wine Festival
 - **Western Bulldogs Family Day**
 - Holiday and Travel Show/Travel Expo
 - **Australian International Beer Awards Competition**
 - Legends on the Law at Werribee Park
- Information will be sent to **all** WIL Registered students, and is posted on the **WIL noticeboards** outside/opposite the Centre (G348).

Announcement

*A message from fellow student, Katherine Pham,
President of the newly formed
AFISS - Accounting Finance and Investment Student Society*

*"GRADES ALONE WILL NOT LAND YOU THAT JOB, BUT
AFISS CAN HELP"*

To find out how, and for details about their next event send a brief email to: AFISSinfo@gmail.com and see www.facebook.com/AFISS.vu



WIL Announcements

CPA Australia Career Expo 2012

opportunities + me Get noticed
Get connected
Get ahead



Melbourne 20 March 2012

Date Tuesday 20 March
Time 5.30 pm – 8.00 pm
Location Central Pier, Docklands, Melbourne

Don't miss your opportunity to:

- + meet with top employers
- + expand your professional network
- + receive expert advice and information

cpaaustralia.com.au/careerexpo

think+create 

Victoria Tourism Industry Council
presents the
2012 STUDENT SUMMIT

**YOUR CAREER
IN TOURISM, EVENTS
AND HOSPITALITY:
HOW TO GET A HEAD START
AND A FOOT IN THE DOOR**



DATE: WEDNESDAY 18 APRIL 2012 MCG

STUDENT SUMMIT PROGRAM 

Industry Introduction for the Post-Grad Student
PLUS Complimentary Insider's Guide Program
The half day program is geared towards third year.

Insider's Guide to Tourism & Events
10.00am - 10.30am MORNING TEA


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- Enroll in collegiate courses such as Organizational Leadership, Human Resource Management and Corporate Communication.
- Live in a multi-cultural environment and make friendships and memories that will last a lifetime.

To qualify candidates must:

- Be 18 years of age
- Be a citizen of Australia
- Be a student in vocational courses (TAFEs and private colleges), a university, or have completed a course of study in one of the above institutions within the last 12 months.

DISNEY WORLD Florida, CAMPUS VISIT

Briefing

Tuesday 1
May

1:30 pm
in G370 (FP)

Interview opportunities
follow presentation.

**OPEN TO ALL
STUDENTS**

For further information,
please come to the
Centre in G348,
FP or ph: 9919 4889.

SEE <https://www.disneyinternationalprograms.com/seasonal.html>

Announcement

Travel Grants at VU

For students who obtain a Co-operative Education / BIL position overseas, **you may qualify for a VU Travel Grant.**

- *up to Au\$1000.*
- *values vary based on destination (and cost of living).*
- *2012 policy and actual amounts to be confirmed by VU International.*
- *more than 30 WIL students have received Travel Grants in the past 2 years.*
- *There are numerous overseas hospitality and tourism positions available, primarily in the UK and USA (incl @ Accor hotels UK, Disney and QF in the US ...)*

WIL PREP PROGRAM

“TAKE AWAYS” (What Next)



1. **Register!!!**
2. Review Prep Program - sign up for 1st workshop NOW!!!
3. Many employers recruit **exclusively** through VU.
4. Can **source your own** ... we'll help!
5. PD 3 may be substituted by a WIL Unit. (*continuing students/select courses*)
6. **Email** is the prime communication channel – keep up!
7. Co-ordinators schedule specialisation-specific sessions **AFTER** workshops
8. WIL positions are **competitive** – YES ... **but NOT AS** ... (your odds?)
May compete with possibly **10:1** ... **BUT** as a graduate, more like **500:1 !!!**

WORK INTEGRATED LEARNING

THANK YOU FOR YOUR TIME ...

and ATTENTION!

Please meet us in the Centre at FP.

The WIL Team



SOME OF OUR CURRENT WIL STARS!



WORK INTEGRATED LEARNING

Banking and Finance

2011 STUDENT OF THE YEAR
ANTHONY DENARO
Berkley Capital Partners Award

"Working at Wainscott Financial during my WIL year allowed me to gain valuable insights and knowledge.

The experience I acquired helped to fast track my career.

I am extremely fortunate to now be employed as a Financial Planner with my WIL employer."

The banking and finance sector offers diverse and exciting career opportunities in banking, superannuation, financial planning, lending, insurance, stockbroking and investment advice.

Grow

VICTORIA UNIVERSITY
MELBOURNE AUSTRALIA

vu.edu.au



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Cover/Poster image is Anthony Denaro, Banking & Finance WIL Student of the Year, 2011.