

Brimbank Youth Services YMCA

**Careers
HOPE
Program
2006**

*Opportunity
Network
Information Pack*



Welcome to the Careers HOPE Program, and thank you for your interest in the program.

This pack contains all the information you should need to become involved with the HOPE program in 2006. It contains:

- An introduction to the program, including history of its development, its design, and the purpose of the program
- Aims and Objectives
- Who is involved in the program
- The role of the Opportunity Network and how you can become involved
- Explanations of the Components of the Program
- 2005 Overview
- Business Contact Form

I invite you to read through the pack and return the Business Contact Form if you would like to be an Opportunity Network Member in 2006. Alternatively, call me at the office on 9364 1800 if you would like to discuss your involvement.

I look forward to hearing from you soon!

Marisa Uwarow

Careers HOPE Program Coordinator
Brimbank Youth Services YMCA

Brimbank Youth Services YMCA

Brimbank Youth Services YMCA works with young people aged 12-25 years in the City of Brimbank.

Managed by the YMCA, Brimbank Youth Services is located at 90 Taylors Road in St Albans (next to the St Albans Leisure Centre).

Services include:

- Counselling
- School Services
- Art Projects
- Skate Services
- Drop-In

*The YMCA aims to build strong people, strong families,
strong communities.*

In all services, the YMCA works at building the following assets in all the young people we work with:

- Providing activities and spaces to ensure young people are **using their time constructively**
- Making young people aware of their **boundaries and expectations** in all areas of their lives
- Providing **support** and promoting a caring environment both in schools and outside schools
- Promoting **empowerment** of young people, by providing choices and respecting the decisions of young people
- Allowing young people to make decisions, and increasing their **social competencies** through planning and resistance skills
- Providing programs such as HOPE to increase school engagement and their **commitment to learning**
- Promoting **positive identity** in young people through increased self esteem of young people and giving them a positive view of their personal future
- Raising self awareness in young people of their **personal values**

*The YMCA works from four basic values in all programs we
provide:*

HONESTY
RESPECT
RESPONSIBILITY
CARING

Introduction

Why is there a Careers HOPE Program?

The HOPE program has been designed in response to the ever-increasing problem of school retention and drop out rates across the municipality of Brimbank.

Statistically, Brimbank, along with the neighbouring area of Melton, encompass one of the highest percentages for early school leavers in the Melbourne Metropolitan area. This is coupled with the ongoing problem of youth unemployment.

Who is it designed for?

The HOPE program is specifically designed for students in Year 9 and 10 identified as being at risk of dropping out of school or struggling with their grades and workload. The program also works with students who have indicated they would like further support in shaping their futures.

All year 9 students completed a Participant Selection Form (yellow page, attached) and were selected based on either their responses to this form or were recommended by their school network.

Your child has been selected from a large number of possible participants, and has indicated they would like to be a part of the program.

When did it begin?

In 2003 the program was introduced as a pilot program in two secondary schools; Keilor Downs and Deer Park Secondary Colleges. In 2004 HOPE was funded by School Focussed Youth Services (SFYS), which enabled us to extend the program by adding an extra two secondary colleges. This year, the program is run in six local secondary schools.

What does it aim to achieve?

The key objectives of the program are to introduce and connect students to business people from a variety of professions, key staff inside their own school, and employment and welfare agencies within the local community. Students also attend regular workshops at their school and external Field Trips.

The program is designed to encourage young people to take responsibility for their own lives, provide them with information about the range of opportunities that might be appropriate for them, and help them plan a pathway to achieve their career dream.

In these ways we aim to help cultivate a sense of HOPE.

Aims

H elping	Empowering young people to find confidence and gain a positive outlook towards their future.
O ppportunity	Providing a range of opportunities for young people to explore and access relevant information relating to their own career interests.
P articipate	Young people actively participate by making personal choices from the range of options we present to them.
E ncourage	Providing young people with personal encouragement, mentoring, increasing their self-belief and enabling them to pursue their own personal dream and to make choices that are appropriate for them.

Objectives

1. To run the HOPE program with 15 –20 students from each school involved.
2. To provide ongoing support and mentoring to the young person with regular meetings from staff and volunteers in the program.
3. To organise field trips for the young people to community agencies where they will be trained in Resume writing, Interview skills and general Career Education.
4. To organise field trips for the young people to obtain hands on experience in one or more possible career paths taken from their survey interests and to build a network of connections in the greater community.
5. To obtain appropriate feedback and evaluation from both employer and students upon the completion of the field trip and provide a debriefing session with the student.
6. To help build a network of career-related contacts (eg. school careers facilitator) for each participant and their individual pathway.
7. To collate a reference folder for each young person so they can access all relevant information including Agency Contacts, Business Contacts, Websites, Educational institutions etc.

Who is Involved?

HOPE COORDINATOR*

Staff member from Brimbank Youth Services YMCA

HOPE ASSISTANT/S*

Student Placement/s from local Universities
and/or HOPE 2005 Instructors wanting to work with this year's participants

SCHOOL HOPE COORDINATOR/S

Chosen by each school
(Usually the year level coordinator or careers teacher)

HOPE INSTRUCTORS*

Trained volunteers (18yrs+) and/ or
Student Placements from local Universities

HOPE PARTICIPANTS 2006

Year 9's identified as being at risk of dropping out of school or who have indicated they would like further support with their career pathways

OPPORTUNITY NETWORK

Industry contacts

**All staff, volunteers and student placements have current police checks and have undergone an induction Brimbank Youth Services YMCA. Volunteers and student placements receive training and ongoing support to ensure all students receive correct and useful information.*

Program Overview 2006

Term 1: Student recruitment & Program Introduction

Term 1 will involve recruiting students, developing contacts and learning more about each other. Relevant tasks and outcomes include:

- School and HOPE coordinators meet to organise timetable, contact details and program outline.
- Participant Selection Process
- Identification of 15-20 young people (Year 9) that will be invited to join the HOPE program
- Students will fill in survey relating to careers and education interests that will be collated to direct the program.
- **Permission forms to be completed and returned.**

Term 2: Self-Development & Exploring Options

Students will undertake a variety of internal and external workshops designed to focus on self development, give an overview of career and education options, and to make connections with local representatives that can assist them.

Example visits & contacts include:

- Visit Centrelink Office
- Visit from the Brimbank & Melton LLEN
- MIPS Careers Counsellor, Careers Teacher at School (Create a Support Network)
- Visit from Work place Learning Melbourne West – Match surveys
- Visit to Brimbank Youth Service YMCA

Term 3: Employment Focus

Students will spend the majority of this term undertaking research into employment and career opportunities that interest them. They will explore these options via:

- Workshops held within the school setting (regular visits from staff & volunteers)
- Visits from Business representatives
- Field trips to businesses and organisations
- Visit to Job placement agency to learn about finding employment, writing job applications, resume writing and interviews
- Visits to University and TAFE campuses

Term 4: Further study & courses focus

Students will spend the majority of this term focusing on further education opportunities and courses of study available to them both currently and post VCE.

They will explore these options via:

- Introductions to VCAL Coordinator, Work Experience and Year 10 electives

Evaluation

Students and staff will undertake brief evaluations to determine student's experience of the program and identify individual needs for further assistance.

Awards & Celebration

A celebration will be held at the culmination of the program to celebrate the achievement of all involved.

What is the Opportunity Network?

The key objectives of the Careers HOPE Program are to introduce and connect students to businesses and individuals from a variety of professions. This is done through a number of ways:

Field Trips

Students interested in a particular industry attend a field trip to a relevant organisation. This involves visiting the site of the business or individual and experiencing the industry first-hand. Related activities and practical advice help the students to understand their industry choice and make decisions from an informed standpoint.



One-day work experience placement

All participants are given the opportunity to participate in a one day work experience placement, which provides them with the opportunity to experience working life. This experience allows students to pick up practical skills and add something to their resume. The day is fully supervised, and businesses have the opportunity to recruit casual workers from the HOPE students.

In-school Presentations

Businesses are invited to come out to a school or schools and present information on their specialized field. This may suit some industries better than others, or individuals who do not work from one site. This allows students to ask questions of experienced people from the field they are interested in. Presentations can be interactive and include slide shows, videos and brochures.

Other involvement

The Careers HOPE Program utilizes the Opportunity Network in the above ways, with these options as the primary modes. However, we can specialize interaction with the students to suit the needs of individual businesses.

Business Contact Details

Business Name: _____

Contact person: _____

Address: _____

_____ Postcode _____

Postal Address: _____

_____ Postcode _____

Telephone: _____

Fax: _____

Mobile: _____

Email: _____

Level of Involvement

Please tick:

- Students to come in for a Field Trip
- Have students in for a one-day work experience placement
- Come out to school to give a presentation
- No involvement in 2006
- Any of the above
- Other (Please give details or suggestions below)

Please complete and return to the HOPE Program Coordinator

Contact Details

For more information on to become involved:

Careers HOPE Program Coordinator

Brimbank Youth Services YMCA

Address: 90 Taylors Road
St Albans 3021

Phone: 9364 1800

Fax: 9364 1955

Mobile: 0407 059 263

Email: marisa.uwarow@ymca.org.au