



Career advice *for parents*

Are you a parent and looking for career advice?

You may be eligible to access free career advice. To check if you're eligible for the service contact your employment service provider to book an appointment with a qualified Career Adviser. If you are not registered with an employment service provider you can search for one using the search tool at www.jobsearch.gov.au/provider/providersearch.aspx or you can call Centrelink on 13 28 50, or visit your nearest Customer Service Centre.

What is Career Advice for Parents?

Career Advice for Parents is a free telephone service which provides professional, informed career advice by qualified Career Advisers.

Career Advisers offer two distinct but related streams of service, Career Planning and Résumé Appraisal.

Career Planning

Your Career Adviser can help you with a range of activities such as:

- Identifying your transferable skills
- Researching industries and occupations
- Improving your understanding of job search strategies in today's labour market
- Identifying education and training options
- Developing a plan to achieve your goals.

Not sure where to start?

To get the most out of your Career Planning session, do some of the activities in My Guide before speaking to a Career Adviser. My Guide is a personalised career exploration service that allows you to record your interests, skills and experience, and develop a career profile. My Guide includes My Career Plan which helps you to set and achieve your career goals. To access My Guide, go to www.myfuture.edu.au and click on 'Sign up to My Guide'. You can email your Career Plan to the Career Adviser ahead of your session to CareerAdvice@deewr.gov.au.

Résumé Appraisal

During a Résumé Appraisal session, your Career Adviser will review your résumé and provide detailed feedback and suggestions for improvement, including:

- Advice on preparation and presentation
- Matching your skills, experience and qualifications to your employment goals
- Managing career gaps
- Relating your skills, experience and achievements to the needs of the employer and the requirements of the job.

Don't have a résumé?

You can approach your employment service provider for help to develop one. This is a free service. Alternatively, you can develop your own résumé using the tools and resources on www.myfuture.edu.au.

Want to know more?

Contact your employment service provider for more information or visit www.deewr.gov.au/careeradviceforparents.