

CHANGE IN CAREER



BURAWA

**NATIONAL INDIGENOUS
CAREERS CENTRE**

**MOVING OUR MOB
UPWARDS**



Are you 'stuck in a rut' at work, not enjoying your current career, or simply looking for a change?

Choosing to change your career is exciting but may also be a confusing and overwhelming process. This course can help guide you to finding professional fulfillment and job satisfaction.

Burawa can help you chart your direction, renew the way you promote your skills, enhance your conflict resolution skills, and get you ready for an exciting change.



WHO IS THIS COURSE FOR?

People seeking to change their career:

- *By trying something new*
- *By aiming for a specific role*
- *By studying or undertaking training in a new area*
- *Because they started a job but realise it isn't right for them*

WHAT WILL I LEARN?

Basic professional skills including:

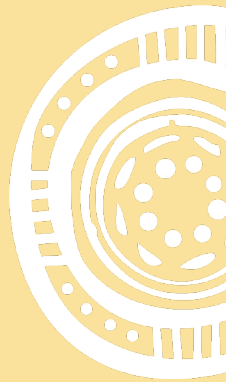
- *Self-awareness – how to know your strengths and communicate better*
- *Building confidence – learning to believe in yourself and follow your instincts*
- *Interviewing – guiding your interview skills and practice*
- *Mapping your vision – career planning, knowing your goals and putting them into action*

COMMITMENT

Learning is ONLINE and will take place over 5 weeks – A total of 8 modules.

Each week you will undertake 4.5 hours of online facilitated training via MS Teams.

After the online classroom work, you will have 1-2 hours of take home/self-paced activities to develop your skills, ready for the next session.



CHANGE IN CAREER MODULES

WEEK 1

- UNDERSTANDING YOURSELF AND CHARTING YOUR DIRECTION

WEEK 2

- COMMUNICATING POWERFULLY AND EFFECTIVELY
- IDENTIFYING AND RESOLVING DIFFICULT SITUATIONS

WEEK 3

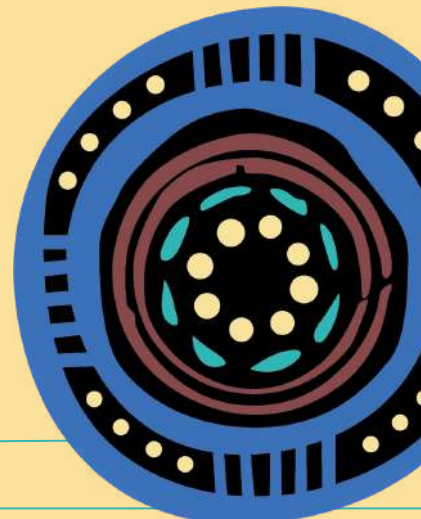
- CONFLICT RESOLUTION – NEGOTIATING SUCCESSFUL OUTCOMES FOR ALL
- MANAGING YOURSELF AND WORKPLACE ETIQUETTE

WEEK 4

- SELLING YOUR SKILLS – EFFECTIVE INTERVIEW TECHNIQUES
- IDENTIFYING AND SPEAKING ABOUT YOUR PROFESSIONAL GOALS

WEEK 5

- DREAMS INTO ACTION – GROUNDING DREAMS INTO AFFIRMATIVE, ACTIVE STEPS



ALL OUR COURSES INCLUDE THE
8 WAYS OF ABORIGINAL LEARNING WITH VISUAL
CONTENT, VIDEOS, AUDIO, FACT SHEETS,
TEMPLATES, GROUP ACTIVITIES AND A VARIETY
OF SUPPORTING MATERIALS AND RESOURCES.

MENTORING

For participants who complete this short course, we also offer access to the Burawa Mentoring Program. We will pair you with a mentor who can provide career specific guidance and support, helping you along your journey to enter the workforce. For more information [click here](#).

HOW DO I APPLY?

Simply [click here](#) and fill out an Expression of Interest.



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