



Southern Cross
University



START now to build career confidence

Take charge of your career! Get a head-start by gaining experience relevant to your future. Learn more about yourself. Identify, accept and create opportunities to grow your skills and knowledge. Set clear goals to challenge yourself.



Self-awareness

Essential to effectively manage your career. To build self-awareness, consider the following:

Interests: What do you enjoy doing? What are you good at? What motivates you?

Values: What is important to you? (e.g. Family, money, balance, achievement, training etc.)

Personality: What is your personality style? (Try the self-assessment tools in the [CareerSuccess resources](#).)

Skills: You already possess a range of valuable employability skills often gained from school, sport, part-time work and community involvement. Read job ads and speak with your employers of interest to find out what skills they look for.

Personal goals: Set yourself realistic career goals from year one of your studies and record evidence of your achievements to use in job applications.

Influences: Who are the influential people in your life? Parents, friends and family are often the biggest influences. Meeting someone unexpectedly can also have a big influence on you.



Try new opportunities

This builds your self-awareness and confidence; expands your professional network; improves skills and increases your employability. Suggested strategies:

- Join the State Emergency Service, surf life saving associations, or other not-for-profit organisations to make contacts and gain transferable skills.
- Gain part-time employment. Whether it is in a relevant industry or not, it is all valuable.
- Volunteer as a mentor or Career Ambassador.
- Become involved in sports or a club to learn and grow both professionally and personally.
- Access [linkedin.com](#) to find online groups to build your network.

Southern Cross University supports current students to undertake 70 hours of [work experience](#) with an employer in your chosen industry. Take this opportunity to gain relevant practical experience in addition to a formalised placement or internship which may be offered through your degree studies. Email careers@scu.edu.au for further information.



Careers and Employability
scu.edu.au/careers | careers@scu.edu.au



A

Additional training

Enhance your personal and professional growth by participating in:

- Seminars or short courses.
- Industry certifications.
- Professional training while on practicums.
- Other training opportunities that can increase your employability such as short courses offered by regional training organisations or industry associations.

R

Resources

Know where to find help and more information about employers, resume writing, job search techniques and branding yourself.

Start with the CareerSuccess resources at scu.edu.au/careers

T

Take care of you

Empower yourself to be successful by boosting your resilience and wellbeing. Learn to effectively balance study, work, life and play. The University offers many resources and support services to assist you. Access the following resources:

- SCU Counselling Service – appointments, workshops and tip sheets.
- CareerSuccess resources at scu.edu.au/careers

Action plan checklist

- I have accessed the SCU CareerSuccess website for information and job ads website at scu.edu.au/careers
- I have worked through the relevant programs in the CareerSuccess resources.
- I have started a portfolio to record my achievements and experiences.
- I have conducted searches on the internet CareerSuccess jobs site, newspapers or in my local area for relevant paid and volunteer jobs.
- I have joined my **professional associations** and any relevant on-campus groups.
- I am looking for opportunities to develop my transferable skills.
- I have reviewed my resume format against the resume examples in the Applications section of CareerSuccess at scu.edu.au/careers.
- I have created a LinkedIn profile and reviewed my social media presence.
- I am building my industry contacts, list of potential employers and professional networking opportunities.
- I have made an appointment to see a Careers and Employability Consultant for a career conversation and review of my action plan.



Careers and Employability
scu.edu.au/careers | careers@scu.edu.au



Career fact sheets
[View and download our fact sheets](#)