

Career Change Program

Intake FAQs 11 August 2011



Australian Government



Why is the Career Change Program being offered?

The Career Change Program is a recruitment initiative aimed at assisting schools who have had difficulty in attracting suitably qualified teachers to vacancies.

The Career Change Program aims to attract suitably qualified professionals with relevant qualifications and experience into teaching, especially candidates qualified to teach in priority subject areas. The Program enables recipients to complete an approved course of pre-service training. Upon successful completion of the training program recipients will also be offered ongoing employment with their Training school.

What is the Career Change program?

The Program provides on the job training over 2 years including one day study leave to complete course requirements. Trainees are paid a salary and a grant to cover course and incidental costs during the training period.

Who can apply for the Career Change Program?

The Career Change Program targets people with current industry knowledge and expertise who would make excellent teachers in the targeted subject areas.

Minimum requirements for admission to the program for graduates is an approved university degree, including study in the relevant subject area to the level prescribed in the Victorian Institute of Teaching's (VIT) Specialist Area Guidelines. You will be given preference if you have at least three years of relevant professional experience.

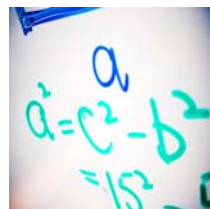
The Specialist Area Guidelines prescribe the following minimum levels of study in the targeted subject areas:

- Chemistry - sub-major study in chemistry or biochemistry

- Information Technology - sub-major in information technology
- LOTE - an Advanced level major study in the language requiring successful completion of Year 12 studies in the language for entry into the program. Native speakers of the language may seek a statement of equivalence from a Victorian university, to verify that their knowledge and competence in the language meets the equivalent standard of a post-Year 12 Advanced level major study in the language. See: Statement of Equivalence.
- Mathematics - sub-major in Mathematics, with Statistics accepted as Mathematics provided it is taken within a Mathematics department
- Music - major in Music which includes Practical Music, or a major in Music together with AMEB Grade VI or Year 12 Practical Music
- Physics - sub-major study in physics or electronics
- Science - sub-major in General Science, which includes studies in at least two of Biology, Chemistry, Earth Science/Geology, and Physics, or sub-major in one of Biology, Chemistry, Earth Science/Geology and Physics together with a part in another of these areas of study
- Technology - one year of study in Technology Studies which includes studies in a range of materials and systems? For Automotive Studies, Wood or Metal a sub-major study is required in the specialist area. This study may be additional to or part of the minimum one year of study.

If you are a prospective teacher in Technology Studies and do not hold an approved university degree, minimum requirements for admission to the program are either:

- an approved certificate of proficiency/completion in a trade together with relevant industrial experience such that the period of apprenticeship and the industrial experience totals not less than eight years; and an approved trade technician course or an approved equivalent program of post-apprenticeship studies, or
- an approved certificate of technology, together with a minimum of six years of approved



industrial experience.

For more information you can also visit the Victorian Institute of Teaching website www.vit.vic.edu.au

Are international citizens eligible to apply?

No. Career Change Program is only available to applicants who are eligible to be selected into a Commonwealth Supported Place (CSP) for their teacher education. CSP courses are subsidised by the Australian Government – with students required to pay a portion of the cost (known as the student contribution) with the Australian Government paying the rest.

To be eligible for a CSP, in addition to meeting academic and course prerequisites, you must be an Australian citizen, New Zealand citizen or hold an Australian permanent visa.

Are qualified teachers eligible to apply?

Qualified teachers are not eligible for retraining under the Career Change Program. The program has been specifically developed to assist schools who have not been able to attract suitably qualified teachers to their vacancies.

Qualified teachers may, however, be eligible for other supply and recruitment initiatives offered by the Department. Full details are available under Scholarships and Incentives at www.teaching.vic.gov.au

How do I apply for the program?

Applications should be directed to school once advertised. Currently the method of application is under review. Consideration is being given to the development of an online application form.

The process for applying for positions will be announced at the time vacancies are advertised.

Successful applicants for the Career Change Program will be required to submit a full set of certified documents to the Department and the employing school.

What about course entry?

Course entry will be determined on successful appointment to a vacancy in a school and applicants will not have to separately apply for course entry.

If you are short-listed, your application and qualifications will be centrally assessed by the Victorian Institute of Teaching to ensure that minimum course entry

requirements are satisfied, and by the University for enrolment in the university course.

No verbal or written offer will be made until this central assessment is completed.

If you do not meet qualification and university course entry requirements, you will not be eligible for appointment under the program.

How will Career Change applicants be selected?

Applications close two weeks after advertising and are made directly to schools with career change vacancies.

Selection decisions are based on an overall assessment using information gained from interview, written applications, the written test, referee checks and the supplementary questionnaire. Selection also includes consideration of the following:

- interpersonal and team skills
- organisational skills
- communication skills
- information technology skills
- numeracy skills
- literacy skills
- passion for teaching.

Written test

- If you are short-listed, your literacy skills will be tested at the time of interview by way of a written test of approximately 45 minutes.

School visits

- Before a formal employment offer is made you will be invited to visit and experience the school environment over a period of several days. Accommodation expenses related to school visits can be claimed up to a maximum of \$100 per day.

Short-listing priority will be given to those applicants who meet academic qualification requirements for teaching in the priority subject areas. Priority will also be given to rural and regional-based candidates, and applicants with an Aboriginal or Torres Strait Islander background.

When will Career Change Program interviews be held?

Interviews will be at the schools where the vacancy has been advertised.

Interviews will be scheduled progressively during early October.

When will Career Change offers be made?

Career Change offers will be made from early November. Trainees will start their employment in November and undertake a summer school intensive course at the University in the December/January period.

Is the Career Change Program conditional on working in a Victorian Government school?

Yes. The program is designed to assist government schools that have had difficulty in attracting suitably qualified teachers to fill vacancies.

Is the Career Change Program full fee paying?

The university offers Commonwealth Supported Places (CSP) in the Career Change Program. Trainees with a Higher Education Loan Program (HELP) debt (previously known as HECS) may be able to access the HECS-HELP offset upon completion of the approved pre-service course of teacher training. For additional information concerning HELP successful trainees should refer to the HECS-HELP benefit offered by the Commonwealth to reduce the repayments or debt.

Will I have to sign a contract if I am offered a place in the Career Change program?

Successful applicants will be required to enter into a contract with the Principal of the employing school.

In this regard, the Department will require scholarship recipients to meet a range of conditions, including:

- meet course enrolment requirements and timelines
- provide a progressive summary of results per semester
- provide on completion of the course a full academic transcript stating the results achieved.

What do I have to do if I get a Career Change place?

Career Change trainees will be expected to:

- Remain enrolled at the University
- Successfully complete the approved course within the specified time frame
- Provide evidence of course enrolment, commencement and academic progress
- Sign an Employment Agreement accepting the offer, terms and conditions.

Can I defer the Career Change Program?

No, Career Change recipients will not be able to defer their participation.

Will I be required to regularly commute to the University?

No, a significant component of the course can be undertaken on-line (i.e. by distance education), so it will not be necessary to regularly commute or relocate. However, there will be parts of the course where attendance at the University will be required for intensive face-to-face workshops or seminars run over several consecutive days.

How long will the course take?

Studies will be undertaken by trainees over 2 years.

What if I fail to complete the teacher education course?

Career Change Program trainees who withdraw or fail to complete their teacher education program may be required to refund some of the grant money.