

Work Studies Years 9-10 Scope and sequence

Strand	Sub-strand	Year 9	Year 10
Skills for work and learning	Learning to learn	Outline how past learning experiences influence attitudes towards, and outcomes of, learning	Explain how potential changes in circumstances impact on when, how and why you might learn
		Describe the implications of individual learning preferences for learning at home, school, work and in the community	Link personal profiles with potential work opportunities
		Identify the attitudes and skills required for self-directed and lifelong learning	Assess the value of self-directed and lifelong learning in responding to changes and challenges in circumstances
		Explain the importance of active and lifelong learning for personal and community development	Explain the relationship between lifelong learning and work in the 21 st century and its importance for future work opportunities
		Plan and implement strategies and processes to improve their learning and enhance the potential to realise their aspirations and personal wellbeing	Focus their learning strategies on personal and work-related aspirations
	Work Skills	Investigate a wide range of occupations, and the skills and personal qualities required in these fields	Explain the range of skills and attributes necessary to work effectively in the 21 st century
		Identify types of workplace communication and the effect of context on the choice of communication	Select and use appropriate protocols for communication in workplace contexts
		Differentiate between work-related and personal use of social media	Evaluate a range of online communication tools used in work contexts
		Explain the importance of teamwork and collaboration in school, community and work-related contexts	Analyse the skills required for effective teamwork in varying work contexts, for example, working remotely
	Entrepreneurial behaviours	Identify types of entrepreneurial behaviours and their opportunities for use in 21 st century work and enterprise	Assess the benefits of developing an 'entrepreneurial mindset' and its relevance to 21 st century work and enterprise
		Explain how the use of entrepreneurial behaviours can address a range of work and community challenges and provide benefits personally and to the community	Examine the creative and problem-solving techniques used within workplaces to resolve the tensions arising in business and community projects
		Practise the skills and attributes underpinning entrepreneurial behaviours	Complete an action project utilising entrepreneurial behaviours to address an identified challenge or opportunity

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Career and life design	<i>Career development and management</i>	Recognise the importance of self-awareness in career and life design	Apply knowledge of self to career decision-making processes
		Source career information and resources	Use career decision-making processes to filter career scenarios
	<i>The nature of work</i>	Describe the nature of work in Australia and the implications for current and future work opportunities	Analyse emerging approaches to work and the implications these have for workers to be flexible, proactive and responsive
		Recognise the effects of work culture on ways of working	Investigate the relationships between work cultures, work arrangements and the individual
			Explain the roles of a range of services and agencies that support employment, self-employment and unemployment
	<i>Gaining and keeping work</i>	Investigate formal and informal recruitment processes	Use a range of tools, methods and skills for accessing work relevant to 21 st century recruitment and selection processes
		Investigate the contribution of diverse cultures to work and workplaces	Examine the implications for work when work relationships are international and cross-cultural as well as local and national
		Identify the importance of rights and responsibilities for employers and workers	Explain how diverse work arrangements are impacting on the rights and responsibilities of employers and workers