aboriginal career development program

ADDITIONAL PLACE REQUEST FORM

Thank you for your interest in an additional place in the Aboriginal Career Development Program. The Program is designed to provide tailored career development and support to eligible Aboriginal VPS staff.

The VPSC funds eight places per intake of the Program. This provides one place for each department and Victoria Police. Departments can fund additional place/s, at $3,500, in each intake of the Program, up to the maximum capacity of 16 participants per intake. Each additional place costs $3,500 and the cost of a place:

|  |  |
| --- | --- |
| Includes | Does not include |
| * Program promotion by the VPSC * Up to six coaching sessions * Development of a tailored career development plan * VPSC staffing to administer the Program | * Costs of implementing Professional Development activities * Any costs to departments to support participant’s development opportunities (e.g. backfilling a role to support a secondment) * Internal departmental resources to support program participants, e.g. manager time, attendance at program events etc. |
| **By requesting an additional place, the department is indicating its acceptance of the cost and conditions outlined above.** | |

|  |  |  |
| --- | --- | --- |
| The department hereby request an additional place in the program: | | |
| Intake | January / July | Year |
| Name |  | |
| Position |  | |
| Department / Agency |  | |
| Email address |  | |
| Contact number |  | |
| Office address |  | |

Please email the completed additional place request form to [aboriginal.employment@vpsc.vic.gov.au](mailto:aboriginal.employment@vpsc.vic.gov.au) or contact the Unit with any queries via email or on (03) 9651 0837.

The Victorian Public Sector Commission’s Aboriginal Employment Unit will forward an invoice to the department / agency upon receipt of this form and finalisation of participants for the intake.