Aboriginal career development program

application form

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

This application form has two components: Part 1 is completed by the Applicant and Part 2 is completed by the Applicant’s Manager. Please ensure both sections are completed.

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| --- | --- | --- |
| Part 1: Applicant  This section asks for information about you, your current role and your suitability for this Program. All applications are confidential. | | |
| Intake | January / July | Year |
| Name |  | |
| Are you of Aboriginal and/or Torres Strait Islander descent? |  | |
| Current role |  | |
| Department / Agency |  | |
| Work email |  | |
| Work contact number |  | |
| Work address |  | |
| Current VPS Grade |  | |
| VPS Grade when you joined the VPS |  | |
| Year commenced in current role |  | |
| Year commenced in VPS |  | |
| Employment status (ongoing, fixed term, casual) |  | |
| Full Time or Part Time |  | |
| Please provide a summary of your current role |  | |
| What (if any) professional development have you undertaken in the last two years?  (Coaching, mentoring, cadetship, traineeship, graduate program, conferences, courses, formal study, secondments, higher duties etc) |  | |
| Please provide a summary of your career to date (and attach your current resume – optional). |  | |
| Please outline your reasons for applying and how you believe you’ll benefit from the Program? |  | |
| If I am offered a Program place and I accept it, I understand that:   1. I am committing to a 12-month Program; 2. I will undertake this Program during normal work hours, by agreement and with support from my Manager.   **Please confirm your understanding of the Program commitment: YES / NO** | | |

|  |  |
| --- | --- |
| Part 2: Applicant’s Manager  This section is to be completed by the Applicant’s Manager | |
| Name |  |
| Position |  |
| Department / Agency |  |
| Work email |  |
| Work contact number |  |
| Work address |  |
| Please outline the reasons why you believe the Applicant is suitable for this Program and how you believe they will benefit from participating |  |
| I confirm I have read the Program materials and understand that:   1. The Applicant will participate in this 12-month Program during work hours; 2. Participation in this Program may incur additional costs.   **Please confirm your support for this application: YES / NO** | |

Thank you for your interest in the Aboriginal Career Development Program. All applications must contain a current resume, and Position Description (if available). Please email your completed application form, along with attachment/s to: [aboriginal.employment@vpsc.vic.gov.au](mailto:aboriginal.employment@vpsc.vic.gov.au)

A member of the Victorian Public Sector Commission’s Aboriginal Employment Unit will contact you to discuss your application in due course. Please contact the Unit with any queries on (03) 9651 0837 or [aboriginal.employment@vpsc.vic.gov.au](mailto:aboriginal.employment@vpsc.vic.gov.au)