

# **Game Changers – Careers Coach Volunteer**

## **ABOUT US**

Born out of the role and value of sport and the influence the North Melbourne Kangaroos plays in connecting people across different ages, genders, and cultures; The Huddle was established in 2010 as the community arm of the Club in partnership with the Scanlon Foundation and the Australian Multicultural Foundation.

It was established to engage, support, and empower young people to build on their strengths, increase their ability to participate in society and contribute to more socially inclusive communities. The Huddle works with some of the most iconic sporting clubs in the world to help young people learn, grow, and belong. Through the design of its innovative programs, The Huddle leverages the power of sport to strengthen social inclusion, education and careers for young people.

#### **ABOUT THE ROLE**

The Huddle's Game Changers careers program provides one-on-one job preparedness support for young people in the community on a by appointment basis.

Skilled volunteers support young people in all aspects of their employment journey, from developing their resume, to interview skills, applying for a Tax File Number, job searching and completing applications.

Game Changers is open to all young people aged 15-25 trying to find part-time or full-time work.

## **Position Overview**

To provide one-to-one or small group support to young people in all areas of job readiness, including resume writing, interview skills, job searching and applications. Volunteers contribute to an engaging, respectful and inclusive space, where all participants feel safe and valued.

# **Responsibilities and Duties**

- To provide one-to-one or small group coaching to young people in:
  - Resume writing
  - Interview preparation
  - Cover letter writing
  - Completing online applications
- To support young people to research and utilise online resources for career pathway and employment opportunities
- To build positive relationships with participants
- To be a positive role model, acting professionally and appropriately
- To liaise with the Careers Coordinator regarding students' needs
- To attend agreed shifts, and in cases where this is not possible, communicate your non-attendance with the Careers Coordinator
- Be available to commit to 2 hours per week for 6 months minimum in a mixed model (online and in person)



# **Skills and Attributes**

#### **Essential:**

- Experience, either personally or professionally, writing resumes and cover letters
- Well-developed interpersonal and communication skills
- Ability to develop a rapport with students and act as a positive role model

#### Desired:

- Experience in VTAC and SEAS applications
- Experience completing online applications for large companies such as KFC, Kmart or Woolworths
- Knowledge of career pathways available to high school students
- Teaching or tutoring experience
- Experience working with young people from diverse cultural and socio-economic backgrounds

## **Volunteer Shifts and Commitment**

Game Changers runs on Thursdays by appointment from 4pm-6pm, either online or at The Huddle (Arden Street, North Melbourne or Chirnside Park, Werribee).

#### What The Huddle Can Offer Its Volunteers

- The opportunity to engage with your community and meet people from different backgrounds, contribute to the growth and development of young people and develop your own skills
- 30% discount at the Roo Shop
- A resume reference, when you have been volunteering with us regularly over a reasonable period of time
- Experience in the not-for-profit sector

## **Application Conditions**

- Volunteer applications will undergo a selection process including interview, reference check, Working with Children Check and proof of COVID-19 Vaccination. Any position is subject to satisfactory checks
- To participate in an induction and training session upon acceptance
- Be over the age of 18.

Interested? Please register your interest via the volunteer application link and our Head of Volunteers will be in touch <a href="https://thehuddle.secure.force.com/r/volunteerapplication">https://thehuddle.secure.force.com/r/volunteerapplication</a>

# **EQUAL OPPORTUNITY**

The North Melbourne Kangaroos and The Huddle strive to be the AFL's most inclusive, accessible, and united organisations. Our value of 'Belonging' means we embrace people from all walks of life and respect each other's opinions and capabilities. We are committed to providing a working environment that embraces and values diversity and inclusion. All employment decisions at The Huddle are based on business needs, job requirements and individual qualifications, without regard to age, disability, gender, or gender identity, marital or parental status, political or religious beliefs, race, or sexual orientation. The Kangaroos and The Huddle will not tolerate discrimination or harassment based on any of these characteristics.