

Step-by-step guide to volunteering at an Inspiring the Future Career Chat event



inspiring the **future**
Aotearoa

How Career Chats work

A Career Chat involves one or more role models speaking to students about their careers, followed by a Q&A session for students to learn more about their role and career pathway. Each role model takes around 20 minutes. Career Chats are a flexible way for schools to introduce students to the world of work, within any timeframe and with any number of volunteers.

They are valuable for all age groups and may have a theme to help link school learning to jobs. For example, schools can choose a subject, industry, educational pathway, or an event they are celebrating.

Or they may simply aim to broaden horizons and/or challenge stereotypes.



What you need to know about being a role model

Before the event

- Check the event invitation online. It includes important details about the event, eg, your arrival time, the age of the students, if there's anything they want you to talk about specifically. Contact the event organiser if you need more details.
- Prepare a 5- to 10-minute talk about your career (remember to take the age of the students into account). You could include
 - a day in the life of your job
 - what your organisation and industry does
 - what inspired you to do your job
 - your career and educational pathway – how you got to where you are
 - useful skills and subjects
 - challenges you have faced
 - if the Career Discussion Group has a theme, how your job relates to the theme
 - anything else the organiser has briefed you on, or anything you think might be interesting to the students.

TIP: When preparing, think about both your own story and information about your job and industry **(use the career ideas on Tahatū Career Navigator to help).**

- Students can ask any questions they like in the Q&A, but to prepare, look at the questions students might ask, at the end of this guide.
- Prepare a final piece of advice, which you will be asked for at the end.
- Bring along a “prop” or uniform — something tangible to enhance your talk, eg,
 - something you use at work, eg, a tool
 - an example of your work, or
 - a photo of you doing your mahi; or
 - wear what you would usually wear to work.

Examples of props to represent jobs or sectors

SECTOR	PROP
Finance	Credit cards, money, piggy bank
Engineering and manufacturing	Toolbox
Environment and agriculture	Plants
Hospitality and events management	Apron
Information technology	Computer hardware
Law	Gavel
Marketing, advertising and public relations	Products, storyboards, media release in a publication
Social services	Teddy bear
Transport and logistics	Toy train/car/ aeroplane

TIP: We get a lot of feedback on how important props are at events. If you're stuck on what to bring, ask other role models in the **Inspiring the Future Aotearoa Role Model LinkedIn group**.

The main event

Follow the arrival instructions and time the organiser gives you.

Introduction

- The event host will ask you and other role models to introduce yourselves and tell students your job title.
- The host will ask students to share anything they would like to learn.

Activity

- The first role model talks about their job for 5–10 minutes.
- This is followed by an open Q&A with students.
- Repeat for any other role models.
- At the end of the event, the host will ask role models to share a final piece of advice.

Questions students might ask

- What is your favourite thing and most challenging thing about your role?
- What skills are important for this job?
- What qualifications do you need for this role?
- What subjects did you study at school that were particularly helpful and why?
- What skills are important for this job?
- What does the job market for this job and industry look like in the future?
- What do you wish you had known when you were my age?
- What can I do now to prepare me for this kind of career?
- Did you always know you wanted to be a ...? What inspired you?

TIP: Look up average pay for your job before the event to answer pay-related questions. **Tahatū Career Navigator** has pay data for over 800 careers.

Advice and support

For advice and support from other role models, join the **Inspiring the Future Aotearoa Role Model LinkedIn group**.

Or contact the team behind Inspiring the Future at the Tertiary Education Commission (TEC).

Email: inspiringthefuture@tec.govt.nz

Phone: 0800 601 301



**Tertiary Education
Commission**

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