



LEARNING AND DEVELOPMENT AT SYDNEYTALENT.



SydneyTalent takes a proactive approach to equipping students and graduates of the University of Sydney with the capabilities needed to make an immediate positive contribution in the workplace.

SydneyTalent’s innovative three-tiered Learning and Development offering incorporates face-to-face and online learning options underpinned by a comprehensive WorkReady Competency™ framework.

Our range of programs and development tools ensure participants are engaged and fully supported as they transition from university to the workforce.

WorkReady Competencies™

SydneyTalent has defined 12 measurable competencies that describe the critical and universal behaviours required by industry for successful performance on the job.

These competencies are central to the way SydneyTalent recruits the best talent and provides a common language for the WorkReady Essentials™ workshops and WorkPlace Performance Development™ process.

“The WorkReady Essentials™ program gave me an opportunity to focus on my self awareness and engage with experienced professionals who influenced and guided changes in my professional development in a very positive way.”
James Somers,
Analyst programmer

WorkReady Orientation™	WorkReady Essentials™	WorkPlace Performance Development™
Five online training modules that ensure legislative compliance	Six interactive workshops that develop workplace skills	Workshop & resources to promote dialogue, goal-tracking and development planning

WorkReady Competencies™		
1.	Interpersonal Communication	People focused
2.	Teamwork	
3.	Relationship Management	
4.	Critical Thinking & Problem Solving	Task focused
5.	Creativity & Innovation	
6.	Planning & Organisation	
7.	Results Orientation	
8.	Application of Technology	
9.	Initiative & Responsibility	Environment focused
10.	Flexibility & Resilience	
11.	Business Acumen	
12.	Continuous Learning	

“Completing a WorkReady Essentials™ workshop consolidated and enhanced my communication skills in the workplace. The workshop gave me practical strategies to avoid communication breakdown and confusion.”

**Anthony Ursino,
Paralegal**

WorkReady Orientation™

To ensure every SydneyTalent employee is prepared from the moment they commence work, the five WorkReady Orientation™ online modules address key issues for legislative compliance. These include OH&S and employer-employee expectations with regard to interpersonal conduct.

1. SydneyTalent Induction
2. Occupational Health & Safety
3. Sexual Harassment
4. Workplace Bullying
5. Privacy

WorkReady Essentials™

We recommend that all SydneyTalent student employees complete WorkReady Essentials™, six group-based, interactive workshops that develop core workplace competence and contribute to personal development. This program is available to all students registered with SydneyTalent.

1. Interpersonal communication in the workplace
2. Strategies for team effectiveness
3. Planning and organising: tools and techniques
4. Networking for impact
5. Engaging presentations
6. Self awareness for lifelong learning



WorkPlace Performance Development™

SydneyTalent’s Workplace Performance Development™ programs and resources support managers and students in defining key objectives and expectations for their placement. It also encourages ongoing performance dialogue and development planning for capability improvement.

Overall the aim of this program is to foster a culture of self reflection and continuous improvement.

This program consists of a face-to-face workshop and web resources, and can include one on one coaching, if requested.

Benefits of the Learning and Development program

- ✓ Develops key capabilities critical to performance success in industry
- ✓ Facilitates networking opportunities with peers and experienced professionals
- ✓ Sets a benchmark for performance excellence in the workplace
- ✓ Empowers students to take ownership of their own career and skills development
- ✓ Encourages open and ongoing dialogue for feedback and performance improvement

SYDNEYTALENT

The University reserves the right to make alterations to any information contained within this publication without notice.

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