



Australian Government
Department of Education, Employment
and Workplace Relations



CONNECT TO YOUR FUTURE
Career Advice Australia



Local Community Partnership

CAREERS ACRONYM GUIDE

AUSTRALIAN UNIVERSITIES

OPEN DAYS 2009

CAREERS EVENTS & WEBSITES

AUSTRALIAN QUALITY FRAMEWORK

TAFE & UNIVERSITY PATHWAYS

GREEN CAREERS GUIDE

Abbreviation	Full name
A	
AA	Affirmative Action
ABS	Australian Bureau of Statistics
ACCI	Australian Chamber of Commerce and Industry
ACE	Australian College of Educators
ACE	Adult and Community Education
ACU	Australian Catholic University
ACODE	Australian Council on Open, Distance and E-Learning
ACTU	Australian Council of Trade Unions
ACVE	Assessment Centre for Vocational Education
ADB	Anti Discrimination Board
AGPS	Australian Government Publishing Service (now AusInfo)
AHE	Assessment in Higher Education
AIRC	Australian Industrial Relations Commission
AMC	Australian Maritime College
AMES	Australian Migrant English Service (NSW)
ANTA	Australian National Training Authority (now part of DEST)
AQF	Australian Qualifications Framework
AQFAB	Australian Qualifications Framework Advisory Board
ARF	Australian Recognition Council
ASF	Australian Standards Framework
ASP	Adopt a School Programme
ATB	Automotive Training Board
ATC	Australian Technical College
ATN	Australian Technology Network
ATO	Australian Taxation Office
ATS	Australian Training Board
ATSI	Aboriginal or Torres Strait Islander
AWA	Australian Workplace Arrangements / Agreements
B	
BBN	Blacktown Business Network
BCC	Blacktown City Council
BEN	Business Education Network
BEP	Business Education Partnership
BLO	Business Liaison Office
BOS	Board of Studies
BREED	Blacktown Regional Economic and Employment Development
BSC	Balanced Scorecard
BVET	Board of Vocational Education and Training

C	
CAA	Career Advice Australia
CAA	Careers Advisers Association
CAECs	Community Adult Education Centres
CALD	Culturally and Linguistically Diverse
CBA	Competency Based Assessment
CBT	Competency Based Training
CEO	Catholic Education Office
CEO	Chief Executive Officer
CES	Commonwealth Employment Service (no longer exists)
COAG	Council of Australian Governments
CRAFT	Commonwealth Rebate for Apprentice Fulltime Training
CSB	Competency Standards Body
CTP	Contracted Training Programme
CTS	Career and Transition Support
CMS	Course Management System
D	
DEST	Department of Education, Science and Training (Formerly DETYA)
DEEWR	Department of Education, Employment and Workplace Relations (Formerly DEST)
DEETYA	Department of Employment Education, Training and Youth Affairs (formerly DEET now DEST)
DET	NSW Department of Education and Training
DIR	Department of Industrial Relations
DSE	Department of School Education (Now Department of Education and Training)
DSO	Disability Support Officer
E	
EAA	Employment Assistance Australia
EdNA	Education Network Australia
EEO	Equal Employment Opportunity
EFTSU	Equivalent Full Time Student Unit
ELTSS	Entry Level Training Support Services
ESL	English as a Second Language
ETP	Enterprise Training Programme
F	
FFP	Full Fee Paying
FLEX	Flexible Delivery Service Agencies
FOE	Field of Education
FOI	Freedom of Information
FOS	Field of Study
FYE	First Year Experience

FP	Fee Paying
FPOS	Fee Paying Overseas Student
FTA	Formal Training Assistance
FTE	Full time Equivalent
G	
GTC	Group Training Company
H	
HDR	Higher Degree by Research
HE (or HEd)	Higher Education
HECS	Higher Education Contribution Scheme
HOS or HOD	Head of School or Head of Department
HSC	Higher School Certificate
I	
ICT	Information and Communications Technology
IP	Intellectual Property
ISBN	International Standard Book Number
ISO	International Standard Organization
ISSN	International Standard Serial Number
ITAB / ITAC	Industry Training Advisory Board / Body/ Council/ Committee
IVETS	Integrated Vocational Education and Training System
J	
JSST/JSSTAFE	Joint Secondary Schools TAFE
K	
KLA	Key Learning Area
KPA	Key Performance Area
KPI	Key Performance Indicator
L	
LCP	Local Community Partnership
LIEN	Local Industry Education Network
LMP	Labour Market Programme
LMS	Learning Management System
LO	Learning Object
LOTE	Language Other Than English
LSN	Learning Support Network
M	
MCEETYA	Ministerial Council on Education, Employment, Training and Youth Affairs
MINCO	Ministerial Council
MoU	Memorandum of Understanding
MR	Mutual Recognition
MSQAC	Migrant Skills and Qualifications Unit
MTIA	Metal Trades Industry Association
N	
N Award	the non award of a certificate
NA	New Apprenticeships
NAC	New Apprenticeship Centre

NACSR	National Advisory Committee on Overseas Skills Recognition
NESB	Non English Speaking Background
NICS	National Industry Career Specialists
NTB	National Training Board (now Standards and Training Authority)
NTFC	National Training Framework Committee
O	
OHS	Occupational Health and Safety
OLA	Open Learning Australia
OSW	Office of the Status of Women
OTEN	Open Training and Education Network
P	
PG	Postgraduate
PIN	Personal Identification Number
POEM	Partnership Outreach Education Model
Q	
QA	Quality Assurance
QMS	Quality Management System
QTP	Quality Teaching Program
R	
RCC	Recognition of Current Competencies
R&D	Research and Development
RICA	Regional Industry Career Advisor
RPL	Recognition of Prior Learning
RTA	Retail Traders Association
RTO	Registered Training Organisation
RVEC	Regional Vocational Education Consultant
S	
SC	School Certificate
SCC	Standards Curriculum Council
SME	Small to Medium Enterprise
SPR	Student Progress Rate
SSC	Student Services Committee
STA	State Training Authority
SVET	School Vocational Educational and Training
SWL	Structured Workplace Learning
T	
TAS	Tertiary Assistance Scheme
TAFE	Technical and Further Education
TAP	Training for Aboriginal and Torres Strait Islander Programme
T&L	Teaching and Learning
TER	Tertiary Entrance Rank
TES	Tertiary Entrance Score

TESOL	Teachers of English to Speakers of Other Languages
TFN	Tax File Number
TVET	TAFE Vocational Education and Training
U	
U3A	University of the Third Age
UAC	Universities Admissions Centre
UG	Undergraduate
V	
VC	Vice-Chancellory or Vice-Chancellor
VECO	Vocational Education Co-ordinators Online
VET	Vocational Education and Training
VETAB	Vocational Education and Training Network
VETNETwork	Vocational Education and Training Network
VLE	Virtual Learning Environment
VTB	Vocational Training Board
VTG	Vocational Training Guideline
VTO	Vocational Training Order
W	
WELL	Workers English Language and Literacy
WESROC	Western Subregional Organisation Of Councils
WSIT / WSITAFE	Western Sydney Institute of Technical and Further Education
X	
XML	eXtensible Markup Language

Australian Universities

This list of universities in Australia is arranged in alphabetical order. When you are looking for a university in the list make sure you look in the section beginning 'University of' along with the name of the university. For example, if you are looking for 'Ballarat University' at the 'B' section it will not be there. This is because the proper name of the university is the 'University of Ballarat' and it will therefore be found under 'U' for 'University of'. There is a number of cases like this in the Australian university list such as the Universities of Sydney, Adelaide, and Melbourne.

Australian Catholic University [ACU]	www.acu.edu.au
Australian Defence Force Academy [ADFS]	www.defence.gov.au
Australian Graduate School of Management [AGMS]	www.agsm.edu.au
Australian National University [ANU]	www.anu.edu.au
Bond University [Bond]	www.bond.edu.au
Central Queensland University [CQU]	www.cdu.edu.au
Charles Darwin University [CDU]	www.cdu.edu.au
Charles Sturt University [CSU]	www.csu.edu.au
Curtin University of Technology [CURTIN]	www.curtin.edu.au
Deakin University [Deakin]	www.deakin.edu.au
Edith Cowan University [ECU]	www.ecu.edu.au
Flinders University [FLINDERS]	www.flinders.edu.au
Griffith University [GRIFFITH]	www.griffith.edu.au
James Cook University [JCU]	www.jcu.edu.au
La Trobe University [LA TROBE]	www.latrobe.edu.au
Macquarie University [MACQUARIE]	www.mq.edu.au
Monash University [MONASH]	www.monash.edu.au
Murdoch University [MURDOCH]	www.murdoch.edu.au
Queensland University of Technology [QUT]	www.qut.edu.au
RMIT University [RMIT]	www.rmit.edu.au
Southern Cross University [SCU]	www.scu.edu.au
Swinburne University of Technology [SWINBURNE]	www.swinburne.edu.au
University of Adelaide [ADELAIDE]	www.adelaide.edu.au
University of Ballarat [BALLARAT]	www.ballarat.edu.au
University of Canberra [CANBERRA]	www.canberra.edu.au
University of Melbourne [MELBOURNE]	www.unimelb.edu.au

University of New England [UNE]	www.une.edu.au
University of New South Wales [UNSW]	www.unsw.edu.au
University of Newcastle [NEWCASTLE]	www.newcastle.edu.au
University of Notre Dame Australia - The [UNDA]	www.nd.edu.au
University of Queensland [QUEENSLAND]	www.uq.edu.au
University of South Australia [UniSA]	www.unisa.edu.au
University of Southern Queensland [USQ]	www.usq.edu.au
University of Sydney [SYDNEY]	www.usyd.edu.au
University of Tasmania [TASMANIA]	www.utas.edu.au
University of Technology Sydney [UTS]	www.uts.edu.au
University of the Sunshine Coast [USC]	www.usc.edu.au
University of Western Australia [UWA]	www.uwa.edu.au
University of Western Sydney [UWS]	www.uws.edu.au
University of Wollongong [UOW]	www.uow.edu.au

OPEN DAYS 2009

Australian National University	29th August 2009
Charles Sturt University	Any Day
Macquarie University	12th September 2009
Southern Cross University	22nd September 2009
University of New England	4th September 2009
University of New South Wales	4th September 2009
University of Newcastle	20th—23rd July 2009
University of Notre Dame	29th August 2009
University of Sydney	30th August 2009
University of Technology Sydney	29th August 2009
University of Western Sydney	30th August, 2009
University of Wollongong	13th July 2009
Australian Catholic University - Sydney	9th September 2009
Australian Catholic University - Canberra	29th August 2009
Australian Catholic University - Strathfield	12th September 2009
Bedford College	19th September 2009
Blue Mountains Hotel School Career Focus Days (4 days)	5th October 2009
Australian International Hotel School Career Focus Days (3 days)	5th October 2009
Study with QANTM for a day	17th October 2009
Julius Events College Open Day & Career Talks	14th November 2009
Blue Mountains Hotel School Career Focus Days (4 days)	24th November 2009
Bedford College Open Days (2 days)	27th November 2009
Blue Mountains Hotel School Focus Day	27th November 2009
Australian International Hotel School Career Focus Days (3 days)	30th November 2009
QANTM Open Day	5th December 2009

Career Events and Websites

- Energy Australia Apprenticeships preselection test: To register your place, please call (02) 8878 5000 between 9am and 3pm weekdays. See www.apprenticeships.energyaustralia.com.au
- Integral Energy apprenticeships initial applications must be received before **7th August**. See <http://www.integral.com.au/wps/connect/IntegralEnergy/nsw/nsw+homepage/aboutusnav/careers/apprenticeships/apprenticeships+index>.
- Aviation / Aerospace Careers Expo at Bankstown Airport on 12th August 2009. See www.sydneyairport.com.au
- Discover Hospitality see http://www.discoverhospitality.com/public_panel/index.php
- Notre Dame University—Day in the Life of a Uni Student on 17th & 24th July 2009. See <http://www.nd.edu.au/fremantle/future%20students/aditl.shtml>
- Chartered Accountants Careers. See <http://charteredaccountants.com.au/students>

Australian Qualifications Framework

AQF Qualifications

The AQF comprises national qualifications issued in:

- the secondary schools sector;
- the vocational education and training sector (TAFE and registered private providers); and
- the higher education sector (mainly universities).

These qualifications are shown below, grouped according to the educational sector which is responsible for their accreditation. You can access further information about a particular qualification by clicking on the links in the table below, or for further information, see the [AQF Implementation Handbook \(2002\)](#).

AQF Qualification by Sector of Accreditation

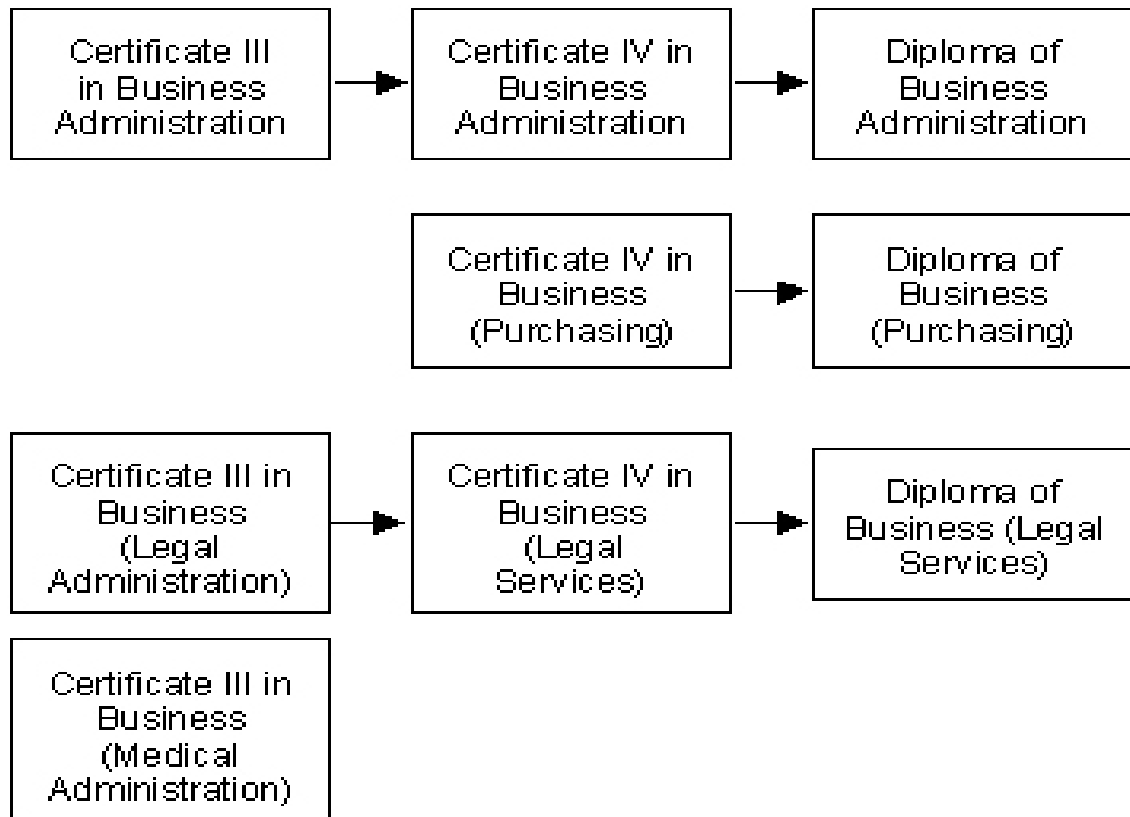
Schools Sector Accreditation	Vocational Education and Training Sector Accreditation	Higher Education Sector Accreditation	
Senior Secondary Certificate of Education	Vocational Graduate Diploma	Doctoral Degree	
	Vocational Graduate Certificate	Masters Degree	
	Advanced Diploma	Graduate Diploma	
	Diploma	Graduate Certificate	
	Certificate IV	Bachelor Degree	
	Certificate III	Associate Degree, Advanced Diploma	
	Certificate II	Diploma	
	Certificate I		

It should be noted that vocational education and training is increasingly provided in the schools sector ([VET in Schools](#)) which may be recognised at the appropriate [Certificate I - IV](#) level or as credit towards the [Senior Secondary Certificate of Education](#). Some [Certificate I - IV](#) qualifications are also issued in the higher education sector and there is also a vocational education and training pathway to the [Graduate Certificate and Graduate Diploma](#). Statement of Attainment

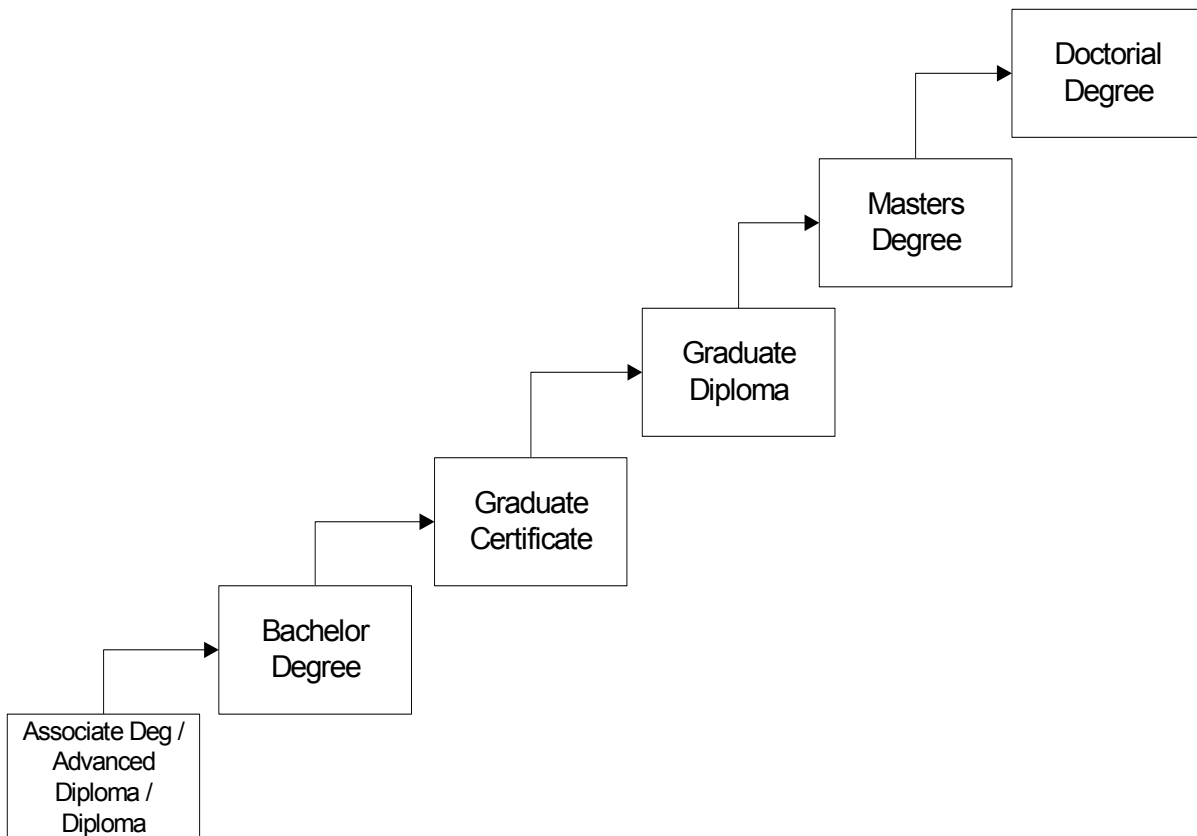
A Statement of Attainment is issued by a Registered Training Organisation when an individual has completed one or more units of competency from nationally recognised qualification(s)/courses(s).

TAFE Pathway

Many formal qualifications can be obtained from TAFE on a part-time or full-time basis, for example:



University Pathway



Green Careers Ideas

Dean Steele-Bennett, Practice Leader, Sustainability Jobs
List of Green Career Ideas and the organisation that provides the training/education to get into that career.

Organisation	Roles / Courses	Web Link
Master Plumbers and Mechanical Services Association of Australia (MPMSAA)	Plumber	http://www.greenplumbers.com.au/training/training/greenplumber-trainingaccreditation/
National Electrical and Communications Association	Electrician	http://www.ecosmartelectricians.com.au/
Masters Builders Green Living	Builder	http://www.mbav.com.au/vplink.aspx?ID=4800
Green Gardeners	Gardeners, Landscapers	http://www.greengardeners.com.au/
Swinburne university	Electrotechnology (renewable energy courses)	http://www.swinburne.edu.au/?utm_source=hitwise&utm_campaign=HWbrand&utm_medium=cpc
ANU Fenner school of environment and society	Global and Ocean sciences	http://fennerschool.anu.edu.au/
UNSW, school of photovoltaic and renewable energy engineering	Photovoltaics and solar energy – renewable energy	http://www.pv.unsw.edu.au/
Murdoch, School of Environmental Science	Environmental scientists	http://www.environment.murdoch.edu.au/
University of Melbourne Office for Environmental Programs	Masters of environment – business focused degree	http://www.environment.unimelb.edu.au/
SAI Global	Environmental management training Green star	http://www.saiglobal.com.au
Green Building Council Australia	Accreditation – green building and construction areas	Http://www.gbca.org.au/events.asp?sectionid=51&eventid=439
ACS Distance Education	Water management	http://www.thecareersguide.com/courses.aspx
Green Corps	Certificate II in Australian Land conservation and restoration	http://www.ywcansw.com.au/youth_programs/green_corps_training.php
Good Environmental choice program	Green Procurement	http://www.geca.org.au/green-procurement/training-intro.htm
Environment Partners	Green card office training	http://www.environmentpartners.com.au
WWF – Australia	Green Skills training in natural resource management	http://wwf.org.au
Association of consulting Engineers Australia	Associate Professional Certificate in sustainable building design	http://www.acea.com.au/content/default.aspx?ID=328
ABS	Environmental accounting	http://www.abs.gov.au
Australian Institute of Refrigeration, Air conditioning and heating	Carbon detectives energy auditing	http://www.airah.org.au/eve_tra_cou.asp
Connect Employment and training Services	Green cleaning services	http://www.connectemployment.ca/
TAFE	Certificate IV in building	http://www.tafe.sa.edu.au/Courses/tabid/576/Default.aspx

List of actual career examples at organisations and a link to the job ad or example

Organisation	Career / Role	Web Link
Department of defence	Environmental manager	http://www.defence.gov.au/apscareers/careeroportunities.htm
Housing NSW	Environmental analyst	http://www.housing.nsw.gov.au/
Department of environment and climate change	Marine ranger	http://www.environment.nsw.gov.au/jobs/
CSIRO	Scientists and researchers	http://www.csiro.com.au
Environmental Protection Authority	Landfill specialist	http://www.epa.vic.gov.au
AusAid	Project officer	http://www.usaid.gov.au/recruit/default.cfm
Department of sustainability and environment	Cadetship and science programs	http://www.dse.vic.gov.au/DSE/dsencor.nsf/childdocs/-65E9EA78EE7694CB4A2567CB00058E59?open
Department of agriculture, fisheries and forestry	Graduate recruitment	http://www.daff.gov.au
Origin Energy (renewables)	Geologist	http://www.originenergy.com.au
AGL Energy (renewables)	Electrical engineers	http://www.agl.com.au
TRUenergy	Mechanical engineers	http://www.truenergy.com.au/About/Careers.xhtml
Santos	Geoscientists	http://www.santos.com/Content.aspx?p=112
Snowy Hydro	Electrical engineers	http://www.snowyhydro.com.au/recruitment.asp?pageID=50&parentID=3
Power and Water	Data analysis	http://www.powerwater.com.au
SA water	Electrical apprenticeships	http://www.sawater.com.au
Australian Conservation foundation	Marketing coordinator	http://www.acfonline.org.au
The Environment Shop	Solar project assistant	http://www.environmentshop.com.au/display.asp?ID=4
Energex	Electrical engineers	http://www.energex.com.au
Energy Australia	Contract manager	http://www.energy.com.au/energy/ea.nsf/Content/Careers+Home
Bureau of meteorology	IT officer	http://www.bom.gov.au

Further List of Green Collar Career Options

Environment officer	Manufacturing solar panels, wind turbines, ducting fans etc.	Designer and architect – energy efficient buildings
Communications coordinator	Food processor	Green electrician
Environmental Physicist	Marketing/promotion	Green plumber
Administration and Management	Worm farmer	Accreditation officer
Business Development Manager	Ecologist	Lawyers
Liaison and Marketing Officer	Biologist	Environmental and social impact assessors
Environmental Designer	Aquacultural workers (fish farming)	Communications coordinator
Environmental Engineer	Native nursery worker	Environmental auditor
Water Manager	Landscaper	Building inspector
Engineer	Organics wholesaler/distributor	Building surveyor
Workers in the second hand and repair industries	Organic farm worker	Zoologist
Worm farmers and compost producer	Environmental officer and manager	Marine biologist
Salvage worker	Geographer	Native nursery worker
Landcare worker	Ecologist	Hydrogeologist
Safety officer	Geologist	Pollution inspection officer
Land rehabilitation officer	Laboratory technician	Energy auditor
Weed contractor	Environmental technician	Bicycle repairer
Environmental manager	Environmental scientist	Environmental health officer
Green carpenter	Bushcare officer	Landscape architect
Park ranger	Insulation installer	Equipment hire – bikes, canoes, climbing gear etc
Environmental technician	Solar hot water technician	Activities coordinator
Administrative worker	GIS operator	Transportation operator
Park maintenance officer	Eco builder	Tourist operator
Landcare coordinator	Designer and architect – energy efficient buildings	Ecotourism guide
Environmental scientist	Town planner	Certification officer

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