



Virtual Work Experience 2025: Information for supervisors

In 2025, CSIRO will deliver Virtual Work Experience under the STEM Skills in Defence Industries Program, an initiative by CSIRO Education and Outreach made possible through the Schools Pathways Program, a Commonwealth commitment under the Defence Industry Development Strategy.

About Virtual Work Experience

Virtual Work Experience provides high school students in Years 10 and 11 with the opportunity to experience the defence industry first-hand, gaining exposure to real-world STEM skills. Students work on group projects with the support of experienced STEM professionals working in the defence industry.

The program will support students to undertake work experience remotely, providing opportunities for students who may face geographic or other barriers to participating in traditional work experience. It also allows students the opportunity to experience contemporary ways of working, from home, and with people across geographic boundaries, just as many workplaces do every day.

Instead of students attending a work site, experienced STEM Defence Industry professionals will supervise groups of students, using a secure online platform. The groups will comprise from five to ten students - who may be remote from each other - working together to complete tasks. The duration of each placement is 5 days.

Why is work experience important?

Tailored, pre-employment skilling programs such as Virtual Work Experience are necessary to support and safeguard emerging talent (particularly those from diverse backgrounds), so they stay and thrive within industry. Research shows that well-designed work experience programs play an important role in transitioning students from study to employment. Work experience programs can influence subject selection, employment choices and assist with developing valuable work-based skills and enhance employment prospects.

This offering builds on CSIRO Education and Outreach's successful Virtual Work Experience Program (piloted 2019), including the Defence Industry Stream (2022-2024), to support Year 10 and 11 students to undertake virtual out-of-school work experience with STEM professionals working in the Defence Industry.

This innovative opportunity for students to experience the world of work in the defence industry, is delivered using collaboration platforms and videoconferencing. The student created output and outcomes from the work experience can be used as part of work portfolios or help to inform their subject selection, and/or career paths into the future.

Virtual work experience allows **students** to:

- experience increased choice of work experience by removing travel, geographic constraints, or cost barriers
- undertake collaborative, group science, technology, engineering and maths (STEM) projects, including projects linked to real-world research and industry challenges
- develop STEM skills as well as General Capabilities skills such as teamwork, communication, negotiation and resilience¹
- be exposed to a broader range of real-world work situations, including introducing contemporary working arrangements such as working-from-home and telecommuting.

Virtual work experience allows **supervisors** to:

- showcase their work and career journey
- be role models to young people with regards to the world of work, especially for their industry
- inspire the next generation of STEM professionals
- practice their presentation and public speaking skills.

Expressions of interest

The Virtual Work Experience Program – Defence Industry stream will commence in Term 1, 2025.

CSIRO invite defence industry² professionals to express interest in developing a project and supervising a small group of five to ten (5-10) students over a 5-day placement during 2025. Supervision will take place remotely using a secure online platform.

Role of the supervisor

As a supervisor hosting students, you will:

- Prepare a STEM task or challenge (or a number of tasks) related to your work that can be completed virtually and collaboratively by a group of students working remotely.
- Write a brief career focused bio and share your career journey with students. A career pathway talk from colleagues can also be insightful for students.
- Consider the confidentiality of information that will be provided to students and discuss this with the group.

¹ These are the types of skills developed under the Australian Curriculum's *General Capabilities*: Information and Communication Technology Capability, Critical and Creative Thinking, Personal and Social Capability, Ethical Understanding, and Intercultural Understanding.

² Defence industry is comprised of businesses with an industrial capability used to provide products or services used in, or which can be adapted to be used in, the Australian Department of Defence supply chain and/or an international defence force supply chain. This includes businesses that deliver services which contribute to national security outcomes.

- Make use of CSIRO’s online collaboration tool (MS Teams) to share documents and communicate with the students. This will involve a short online induction to demonstrate the features of the platform as required.
- Set aside time each day over the 5-day work experience duration to meet with the students via MS Teams for approximately 1 hour in the morning and 1 hour in the afternoon each day.
- Participate in the work experience at home, or at your normal, current workplace.
- Support your group by attending the end of year Showcase event, where students will present their work experience journey and projects.

Obligations of the supervisor

Supervisors will be required to:

- Obtain a Working with Children/Vulnerable People Check in their state or territory. CSIRO takes its 'duty of care' for work experience students very seriously. As per CSIRO’s Child Safe Policy. CSIRO can assist in obtaining the relevant Working with Children Check for your state or territory.
- Complete CSIRO Education and Outreach’s Student Safety and Wellbeing online e-module (approx. 10-15 mins).
- Attend a 2-hour child safe training workshop with the National Association for the Prevention of Child Abuse and Neglect (NAPCAN).
- Provide a child safe environment during the VWEP dates.
- Act in accordance with CSIRO’s Privacy Policy.

Procedure

Express interest in Virtual Work Experience	<ul style="list-style-type: none"> - Supervisors can be from any defence industry partner organisation or businesses. - Express your interest to supervise a group of students online at csiro.au
What is involved as a supervisor?	<ul style="list-style-type: none"> - Prepare a task or number of tasks related to your work that can be completed virtually and collaboratively by a group of students remotely. A talk from some colleagues can be insightful for students also. CSIRO can assist with development of the work program. - Meet with the students online through Microsoft Teams each day for a minimum of 1 hour in the morning and 1 hour in the afternoon (Maximum 2 hr/day). - Make use of CSIRO’s online collaboration tool MS Teams to share documents and message students about tasks. This will involve a short online induction to learn about the features of the platform, as required. -Support your students by attending the end of year Virtual Student Showcase, where students will present their virtual work experience




	projects and share with each other, and their support networks, the variety of defence industry careers and what they entail.
Where can I participate from?	Virtual Work Experience takes place online facilitated by MS Teams, so you can participate in the work experience at home, or at your normal, current workplace.
When will it take place?	Virtual work experience takes place over 5 days during school term 2, 3 & 4. We offer flexibility and ask you to indicate what 5 days work best for your schedule, this can include school holidays we just need to advertise it as such.
How many students are in a group?	The minimum group size is 5, maximum group size is 10. Supervisors can indicate their preference however we encourage supervisors to consider taking 10 students, as it requires little extra work and there is a lot of student interest.
Working with children checks and training	<p>- CSIRO takes its 'duty of care' for work experience students very seriously. As per the CSIRO's Child Safe Policy, CSIRO ensures that all work experience supervisors have the following clearances:</p> <ul style="list-style-type: none"> • Working with Children/Vulnerable People Check in their state or territory <p>- CSIRO will assist with obtaining the relevant Working with Children Check for your state or territory.</p> <p>- Complete CSIRO Education and Outreach's Student Safety and Wellbeing online emodule (approx. 10-15 mins)</p> <p>- Attend 2-hour child safety training delivered by the National Association for the Prevention of Child Abuse and Neglect (NAPCAN)</p>
Remuneration	<ul style="list-style-type: none"> - CSIRO recognises the additional work required in supporting a group of work experience students, therefore a \$500 payment is available to be paid to defence industry organisations and businesses for time spent. Please note. This cannot be paid to individuals. - At the end of the placement and upon completion of the feedback form, an invoice can be submitted to CSIRO. - The \$500 grant stipend payment is exclusive of GST. The stipend is to assist the organisation with resourcing associated with facilitating a work experience placement. As there are no goods or services are being provided to CSIRO, GST does not apply in this instance
Can supervisors opt out?	<ul style="list-style-type: none"> - Participation in this program is completely voluntary and we understand that unforeseen circumstances can arise. We ask that you seriously consider the commitment prior to taking on students and notify CSIRO's Work Experience team immediately of any changes to the arrangement. - workexperience@csiro.au.

Contact

If you would like more information, please email the CSIRO Virtual Work Experience team at workexperience@csiro.au.



Supervisor applications – Defence Industry Virtual Work Experience

<p>Apply using the APPLY NOW button on CSIRO.au</p> <p>CSIRO's Virtual Work Experience Program - CSIRO</p> <hr/> <p>Are you a Defence Industry professional looking to inspire the next generation?</p> <p>The Virtual Work Experience Program - Defence Industry stream will commence in Term 1, 2025.</p> <p>Expressions of interest are invited from Defence Industry professionals who are interested in offering a project and supervising a small group of 5-10 students over a 5-day placement.</p> <p>Remuneration of \$500 is available per organisation/business for each 5-day placement.</p> <p>Please read the essential information for supervisors PDF (176 KB) before applying.</p> <p>Apply now</p>	<p>You will be directed to our Bonnie portal and presented with a login screen. First-time users need to press the underlined, hyperlinked text “Create an account now”</p> 	<p>Next you will be prompted to verify both your email address and mobile phone number.</p> 
<p>Read and agree to the privacy and program eligibility requirements.</p> <p>Defence Industry Virtual Work Experience - Supervisor</p> <p>Please note that additional steps may be included based on your selections to ensure that we have sufficient information to process your application.</p> <p>1. Terms and privacy</p> <p>Mandatory fields *</p> <p>Please read and agree to terms and privacy below</p> <p><input type="checkbox"/> Privacy consent *</p> <p><input type="checkbox"/> I have read and accept the Program Eligibility requirements for supervisors outlined on the Virtual Work Experience Program webpage. *</p> <p>Next</p>	<p>All supervisors are to identify their role as STEM Professional.</p> <p>Defence Industry Virtual Work Experience - Supervisor</p> <p>Please note that additional steps may be included based on your selections to ensure that we have sufficient information to process your application.</p> <p>2. Applicant role</p> <p>Mandatory fields *</p> <p>Select your role *</p> <p>Select</p> <p>Who are you applying for? *</p> <p><input type="radio"/> Myself</p> <p><input type="radio"/> Applying for a student</p> <p>Save and Exit Back Next</p>	<p>Complete the remainder of the form and once submitted, ensure that you have received an email confirming its submission.</p> 
<p>Your submission of the form is the first in a 2-part process. You will receive an email prompting you to log back into your account to provide additional details.</p> <p>Action required</p>	<p>There are some compliance requirements that you will be assigned to action within the portal. You will need to:</p> <ol style="list-style-type: none"> 1. Upload a Valid Working with Children/Vulnerable People Check 2. Complete and upload a NAPCAN training certificate 3. Complete the Student Safety and Wellbeing module from the portal. 	

Further instructions can be found in the Bonnie User Guide here [CSIRO Education Portal - CSIRO](#)
Any questions or issues regarding these instructions, please contact workexperience@csiro.au