

# Develop workplace skills and competencies

A suggestion for implementing the strategy 'Prepare ākonga with future-focused skills' from the Guide: [Preparing students to leave school](#)

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## **Includes:**

- Offer work experience
- Explore work experience options
- Offer extended experiences
- Gain Vocational Pathways qualifications
- Document work placements
- Document volunteer experiences

Inclusive Education

From

Guide: [Preparing students to leave school](#)

Strategy: [Prepare ākongā with future-focused skills](#)

Suggestion: [Develop workplace skills and competencies](#)

Date

11 July 2026

Link

[inclusive.tki.org.nz/guides/preparing-students-to-leave-school/develop-workplace-skills-and-competencies](http://inclusive.tki.org.nz/guides/preparing-students-to-leave-school/develop-workplace-skills-and-competencies)

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## Offer work experience

Work experience can be work such as mowing lawns, helping on a marae or sports coaching, or work through a workplace.

The video shows how Shideen went on a work experience day and ended up with a forestry career.



Video hosted on Youtube <http://youtu.be/RxboeOsp20E>

Closed Captions

Source:

Careers NZ

<https://www.youtube.com/watch?v=RxboeOsp20E>

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# Explore work experience options

Work experience can improve the chances of getting a job by developing good work habits, skills and experience.

Work experience also helps ākongā to learn more about a job or industry to decide if they like it or not.

## Tertiary learning and workplace experience at school

- Gateway for Years 11, 12 or 13 students allows students to work part-time and learn specific work knowledge and skills. The programme includes assessment of the knowledge and skills you've gained and study towards NCEA and tertiary credits.
- Workchoice Day for Year 12 students is a day at a workplace where students learn about different jobs.

## Industry events and competitions

- Learn about an industry or get work experience with industry events.
- Hear from role models in different careers, for example, through [Inspiring the Future Aotearoa](#).
- Take part in competitions, such as science fairs or the Young Enterprise Scheme, to do practical work while still at school.

## Other ways to get work experience

- Paid or voluntary work for the kura or community, such as mowing lawns
- Internships for a fixed time at a workplace
- Voluntary work
- Job shadowing and secondments for short-term work experience
- Part-time jobs and holiday jobs.

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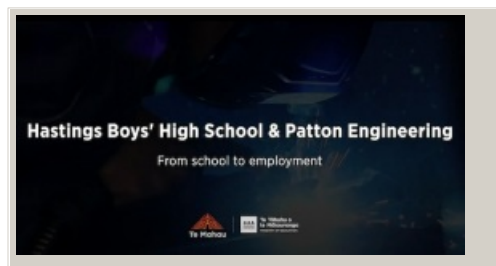
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## Offer extended experiences

Liaise with providers and local work places to offer extended time and opportunities so students can become comfortable in an unfamiliar workplace.

Hastings Boys' High School shares their example of partnering with an engineering firm to strengthen pathways for ākongā.



Video hosted on Youtube <http://youtu.be/DVCvqVInQ64>

Closed Captions

Source:

[Ministry of Education](#)

<https://youtu.be/DVCvqVInQ64>

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## Gain Vocational Pathways qualifications

Vocational Pathways help students see how their learning is valued in the real world by aligning standards that can be achieved through NCEA with six industries.

- ✓ [Primary industries](#)
- ✓ [Service industries](#)
- ✓ [Social and community services](#)
- ✓ [Manufacturing and technology](#)
- ✓ [Construction and infrastructure](#)
- ✓ [Creative industries](#)

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## Document work placements



[View full image \(1.7 MB\)](#)

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## Document volunteer experiences

Janaye from BCITO shows how students can get started on a career while at school and the importance of recording work and volunteer experiences.



Video hosted on Youtube <http://youtu.be/LIA7G-ZforQ>

Closed Captions

Source:

[BCITO](#)

<https://youtu.be/LIA7G-ZforQ?t=40>

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