

The Barcoo Shire Council Community Survey was completed in February 2021. As part of the resultant Corporate Plan, developing a Home Grown Employment Program (HGEP) was identified as one of Council's strategic objectives to maximise local employment opportunities.

The purpose of the Barcoo Shire Council HGEP is to develop the capacity of people living within the Barcoo Shire, by providing guidance to local residents to improve their chances of securing employment either with Council or small businesses operating within the shire.

Council is calling for expressions of interest from people who would like to be part of the program.

## HOME GROWN EMPLOYMENT PROGRAM INITIATIVES



### COMMUNITY

#### PROMOTE

All people living in the Barcoo Shire looking for employment opportunities within Council or local businesses.

#### BUDDY/VOLUNTEER

We will chat with you to work out what your area of interest is and set you up with a Buddy within Council, so you can get the feel of an average day in the role. This will help you to identify if you think this type of work is what you are looking for.

Note: All time under the Buddy system is on a volunteer basis.

#### RESUME (Write/Review/Update)

We can provide guidance with writing, reviewing or updating your resume. It is important to have a good, concise resume that details your skills, training, work experience and education.

#### APPLICATIONS/COVER LETTERS

We can provide guidance on how to prepare a well written cover letter and application. This will supplement your resume by focusing on why you are qualified for the job.

#### INTERVIEWS

We can provide guidance and give you tips on how to prepare for a job interview. You will probably be competing with other candidates. The interview process allows you to expand on what you have written in your resume and your application. Being prepared for your interview can be the difference between winning or losing the job on offer.

#### SMALL BUSINESS STARTUPS

If you have an idea or are in the process of starting a small business within the Barcoo Shire, we can provide assistance to help you wade through the myriad of information available. Sometimes too much information can be confusing. We can guide you through the detail to find the information you need to get your small business started.



### COUNCIL

#### TRAINING PROGRAM

Council's Training Program will provide training to develop or upgrade employee skills to expand their knowledge, so they can confidently complete their daily tasks. This training may be internal or external dependant on the requirement and resources available.

#### MENTORING PROGRAM

Council's Mentoring Program is a partnership between a more experienced person (the mentor) and someone less experienced (the mentee), to foster personal and professional growth. Mentoring is a way to connect employees, increase knowledge and build skills and helps organisations strengthen their talent pipelines.

#### EMPLOYMENT PATHWAYS PROGRAM

Council's Employment Pathways Program will assist employees to identify the steps and milestones they need to generate opportunities to advance within Barcoo Shire Council's organisational structure. Employees can focus upskilling in their current roles and departments or diversify to multi-skill and gain a greater understanding across the organisation.

For more information or to register  
for the Home Grown Employment  
Program complete the HGEP form  
on Council's website, or contact our  
Small Business Support Officer  
Leanne Smith on  
0448 356 432 or by email  
leanne.smith@barcoo.qld.gov.au