

Australian Government  
Department of Employment and Workplace Relations  
**Jobs and Skills Australia Discussion Paper**

Submission from:

Career Development Association Australia  
PO Box 378 Brighton  
SA 5048 Australia  
[CDAA website](#)



## About CDAA

The Career Development Association Australia (CDAA) welcomes the opportunity to contribute to ongoing discussion regarding the form and function of Jobs and Skills Australia Employment Services and thanks the Department for the opportunity to provide input.

The CDAA is Australia's national, multi-sectoral professional association for career development practitioners, with more than 1400 members working across Australia in all sectors of the profession. This broad membership servicing Australians at all career stages means CDAA grasps the interconnections within the careers ecosystem, speaks for career-related issues that impact Australians across their lifespan, and explains the connections between multiple policies and diverse programs. Please refer to the [CDAA website](#) for further information.

Career Development is a specific discipline underpinned by accredited qualifications, proven theory, and recognised practice. CDAA members are recognised Career Development Practitioners who conform to a Professional Standards Framework and a Code of Practice. Members are governed by ethical standards, require substantiated, industry-related qualifications, and are obliged to complete a minimum number of professional development hours every year.

Read our latest report [Navigating Life's Career Transitions](#)

## Input to the Discussion

CDAA reading of the Jobs and Skills Australia (JSA) discussion paper identifies two comments relevant to the place of Career Development in JSA function:

- JSA is to play a central role in career advice through the provision of reports on the labour market and workforce skills and training needs.*
- Careers Advisors and Professional Bodies (CDAA) are included as JSA Stakeholders – it is unclear whether as part of the input and design side, or as the consumers of JSA outputs.*

### Common Themes (p6)

Common themes raised by stakeholders include for Jobs and Skills Australia to:  
play a central role in workforce planning and career advice, while also coordinating skills, employment, and migration settings

### Functions and ways of working (p10)

The main functions of Jobs and Skills Australia, as set out in its legislation, are to:  
provide reports on the labour market and workforce skills and training needs and priorities to assist with Government policy development and program delivery.

### Stakeholders – from Operating Model (p7)

Careers Advisors  
Professional Bodies

## **1. CDAA request for clarification to be included in the discussion on the place of Career Development in JSA function:**

The discussion paper commentary leads to an important clarification requirement:

- Is it intended that JSA will provide reports and data to inform career advice that is developed by other departments / organisations, such as the current National Careers Institute?

Or,

- Is it intended that JSA will engage in the development, maintenance and communication of various tools and activities specifically designed to provide career advice (possibly instead of or in addition to, National Careers Institute)?

Reference the CDAA August 2022 submission to the Jobs and Services Australia Bill, which canvasses a similar theme.

## **2. JSA functions and ways of working:**

1. *How can Jobs and Skills Australia expand its engagement to include a broader range of skills and industry stakeholders in its work?*
2. *What types of outreach could Jobs and Skills Australia use to increase visibility and use of its products and advice*

Given the unique constituency of CDAA members in Australia, the CDAA is ideally and uniquely situated to operate as a two-way conduit between JSA and careers advisors across all sectors of the economy and country. CDAA would welcome the opportunity to explore how this could be of mutual benefit; including:

- Sourcing specialist or expert advice for JSA work programs

And,

- Facilitating the provision of advice to careers advisors about use of JSA products and advice.

## **Contact details**

For further information or clarification, please contact CDAA CEO Peter Mansfield, 0422 099 781 or [peter.mansfield@cdaa.org.au](mailto:peter.mansfield@cdaa.org.au)