

Engaging students in your organisation

Paid and unpaid opportunities

Building student employability

BEL Careers and Employability provides students from The University of Queensland's Faculty of Business, Economics and Law (BEL) with diverse opportunities to connect with industry and enhance their employability. We partner with alumni, businesses, government agencies and community organisations to facilitate students with industry learning opportunities. Specifically, we connect students with approved work experience placements, internships for academic credit, and paid work opportunities.

Benefits for your organisation

The benefits of engaging UQ students in your organisation include:

- getting access to enthusiastic, capable students to help progress projects, and introduce new ideas, techniques and ways of thinking to your business.
- developing your employees' mentoring and leadership skills through their engagement with students.
- strengthening your organisation's profile among our student population.

Opportunities for engagement

There are several ways you can engage students from the BEL faculty:

Paid opportunities

Casual work, vacation programs, graduate roles or other employment opportunities can be advertised directly on The University of Queensland's free online jobs portal, [UQ CareerHub](#). This is one of the easiest and most effective ways to advertise your employment opportunities to UQ students and graduates.

“Powerlink Queensland has partnered with BEL Careers and Employability over the past years to provide short-term work experiences for UQ students. It has been a great way of giving the upcoming generation of professionals the opportunity to develop their skills and gain valuable, hands-on experience related to their field of study. It has also been beneficial to us as an organisation, as our team gains an enthusiastic individual who brings a fresh perspective, with creativity and passion.”

Vargo Bamfield

Manager Corporate Finance
Powerlink Queensland



Contact us

BEL Careers and Employability

P: 07 3365 4222

E: careers@bel.uq.edu.au

W: bel.uq.edu.au/engage/work-with-our-students



“I found an internship through UQ CareerHub to gain practical experience and learn directly from industry – helping me start my career. I had the opportunity to work on a solution for a current issue faced by the company, which provided a valuable experience and enabled me to synthesise everything I had learnt during my degree.”

Yen-Yu Wu

Bachelor of Business Management



Volunteering

Volunteering is a valuable way for students to give back to the community, gain industry awareness and develop professional skills which will help them build their career profile. If you are a not-for-profit organisation and you are looking for students to help create positive community impact, you can promote your opportunity on [UQ CareerHub](#).

Work-integrated Learning

Work-integrated Learning (WIL) allows BEL students in their final year of study to put classroom theory into practice by undertaking a consultancy project, individual internship or intensive project placement for course credit. A WIL internship can be either paid or unpaid, and is also best advertised on [UQ CareerHub](#).

For more information about WIL, you may email employability@bel.uq.edu.au.

Unpaid Work Experience

Work experience is an opportunity for students to gain important industry experience outside of their assessable course curriculum. In Queensland, work experience is regulated by the *Education (Work Experience) Act 1996 (Qld)*. Please see below for more information.

Advertising your opportunity

You can advertise a paid job (including paid vacation and internship programs), volunteering or Work-integrated Learning opportunities on [UQ CareerHub](#). Please refer to this [guide](#) for instructions on how to create an account and post an opportunity on the platform.

Advertising unpaid work experience

In accordance with the UQ CareerHub **Terms and Conditions**, for an unpaid opportunity to be approved for advertisement, it needs to:

- be offered as a **volunteering opportunity** by an organisation registered with the Australian Charities and Not-for-profits Commission (ACNC);
- be a component of a formal academic program or **Work-integrated Learning** activity with a clear statement of relevant learning outcomes; or
- be part of a **UQ-approved work experience program**.

In the BEL faculty, students in their final year may enrol in a Work-integrated Learning course to develop their practical workplace skills and enhance their employability. Students may complete a consultancy project, individual internship or intensive project placement as part of a WIL course.

BEL students in any year of study may also participate in the **Student Work Experience Program (SWEP)**. This extra-curricular program engages students during the semester in a structured mock recruitment process based on current industry practices and facilitates paid or unpaid work experience placements for eligible students during the following semester break. SWEP host organisations provide students with meaningful pre-professional learning experiences to help build their employability and awareness of potential career pathways. For more information on SWEP, please email careers@bel.uq.edu.au.

Insurance and approval process for unpaid work experience

Under the *Education (Work Experience) Act 1996 (Qld)*, UQ can approve unpaid work experience placements for a student if:

- the work experience is of limited duration (maximum of 30 days per year);
- it will finish in the year it has started;
- it will be completed during the ordinary working hours of the business;
- it is relevant to the student's education; and
- the number of students on placement does not exceed the number of full-time employees of the placement organisation.*

Prior to hosting a student for work experience, the student and employer must complete the **Unpaid Work Experience Registration Form**. On the form, details of the work activities to be undertaken by the student and the student's learning objectives for the placement must be specified. The signed form then needs to be sent to careers@bel.uq.edu.au for approval before the placement commences.

Once the unpaid work experience has been approved, the student will be covered by UQ insurance for the duration of the activity. If there are any changes to the arrangement, they need to be communicated to BEL Careers and Employability to maintain compliance with the law and [UQ's policy governing Work-integrated Learning and work experience](#).

Additional regulatory information on unpaid work can be found on the [Fair Work Ombudsman website](#).

*Please refer to the *Education (Work Experience) Act 1996 (Qld)* for the complete statutory requirements underpinning unpaid work experience.

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