



Career Starter Program

The Career Starter Program is a whole-of-government entry level program coordinated by the Department of Finance that allows participants to build skills on the job, learn through structured training and work as part of a team. The Program includes a Certificate IV in Government and quarterly networking events, along with plenty of support from supervisors, colleagues and Entry Level Program coordinators.

To find out more about the agencies participating in the 2023 Career Starter Program, please visit the website links below.

Participating Agency Information

[Australian Electoral Commission](#)

The Australian Electoral Commission is responsible for undertaking the largest peace time logistical event in Australia - the federal election. The Australian Electoral Commission maintains an impartial and independent electoral system for eligible voters through active electoral roll management and efficient delivery of polling services.

When not in an election cycle, the Australian Electoral Commission is involved in community engagement and outreach programs, facilitating federal by-elections, union elections and referendums.

[Bureau of Meteorology](#)

The Bureau's purpose, as defined by its mission is to provide trusted, reliable and responsive weather, water, climate and ocean services for Australia—all day, every day.

The Bureau of Meteorology is Australia's national weather, climate and water agency. Its expertise and services assist Australians in dealing with the harsh realities of their natural environment, including drought, floods, fires, storms, tsunami and tropical cyclones. Through regular forecasts, warnings, monitoring and advice spanning the Australian region and Antarctic territory, the Bureau provides one of the most fundamental and widely used services of government.

The Bureau contributes to national social, economic, cultural and environmental goals by providing observational, meteorological, hydrological and oceanographic services and by undertaking research into science and environment related issues in support of its operations and services.

The Bureau of Meteorology operates under the authority of the Meteorology Act 1955 and the Water Act 2007. The Bureau of Meteorology must also fulfil Australia's international obligations under the Convention of the World Meteorological Organization (WMO) and related international meteorological treaties and agreements. Be part of an organisation of global standing, highly valued by the community for our pivotal role in enabling a safe, prosperous, secure and healthy Australia.

[National Recovery & Resilience Agency](#)

The National Recovery and Resilience Agency's work has a real impact on the lives of Australians, particularly those living in rural and regional areas.

The Agency's guiding principle is "Locally led, locally understood and locally implemented" and we bring together local communities, government, non-government and key industry representatives to support disaster recovery and resilience across the country.

Your work will help people who are recovering from natural disasters and prepare them for the future.

[National Health Funding Body](#)

The National Health Funding Body (NHFB) is a workplace committed to providing an environment that values diversity and supports staff to reach their full potential.

The NHFB values health and wellbeing of employees and offers a range of benefits to support staff including:

- Flexible work arrangements
- Positive workplace culture encouraging work-life balance
- Supportive and inclusive work environment.



In the 2021 Australian Public Service Employee Census the NHFB was ranked first from 101 agencies when it comes to both 'Engagement' and 'Innovation' and third for 'Wellbeing' including 100% of staff indicating they're proud to work in the agency.

The Administrator of the National Health Funding Pool (the Administrator) and the National Health Funding Body (NHFB) were established through the Council of Australian Governments National Health Reform Agreement (NHR Agreement) of August 2011.

The primary functions of the NHFB are to assist the Administrator in:

- Calculating and advising the Commonwealth Treasurer of the Commonwealth's contribution to public hospital funding in each State and Territory (over \$24 billion in 2021-22)
- Reconciling estimated and actual public hospital services, and adjusting Commonwealth payments (over 39 million records each year)
- Undertaking funding integrity analysis to identify public hospital services that potentially received funding through other Commonwealth programs (over 595 million records)
- Monitoring payments of Commonwealth, State and Territory public hospital funding into the National Health Funding Pool (the Pool)
- Making payments from the Pool to each Local Hospital Network (LHN)
- Reporting publicly on funding, payments and services
- Developing and providing three-year data plans to the Commonwealth, States and Territories.

[National Health and Medical Research Council](#)

The National Health and Medical Research Council (NHMRC) funds high quality health and medical research, builds research capability, supports the translation of health and medical research into better health outcomes and promotes the highest standards of ethics and integrity in health and medical research.

An important part of NHMRC's activities is maintaining a leadership role in the development of public and environmental health and clinical advice designed to prevent illness, improve health, enhance clinical care and support the states and territories in achieving consistent standards.

NHMRC is responsive to national health priorities, to researchers, to consumer needs and community perspectives and to the requirements and directions of government. NHMRC also works closely with the Department of Health to support delivery of Medical Research Future Fund (MRFF) measures.

[Attorney-General's Department](#)

We deliver programs and policies to maintain and improve Australia's law and justice framework. Through the Australian Government Solicitor, we also provide legal services to the Commonwealth, including legal advice and representation.

Our department is structured into 5 groups:

- Australian Government Solicitor
- Legal Services and Families
- Integrity and International
- Industrial Relations
- Enabling Services.

Through these groups we aim to create a just and secure society for all Australians. We do this by providing high quality legal services to government. Deliver programs to maintain and improve Australia's law and justice frameworks. And develop policies to encourage fair, flexible and safe workplaces. These activities affect the lives of everyone in Australia and Australians overseas.

[Australian Trade and Investment Commission - Austrade](#)

The Australian Trade and Investment Commission—Austrade—promotes Australian trade, investment, tourism and education to the world. We deliver services to grow Australia's economic prosperity.

We're experts in connecting Australian businesses to the world and the world to Australian business.



Our global network turns local market connections and insights into valuable export and investment support.

We contribute to Australia's prosperity by:

- linking Australian businesses to global export opportunities
- providing market and industry insights, making it easier for businesses to go global
- attracting international investment to drive local jobs and develop skills
- leading policy and programs for Australian tourism and the visitor economy
- attracting international students to study with Australia.

[Department of the Prime Minister and Cabinet \(PM&C\)](#)

At the Department of the Prime Minister and Cabinet (PM&C), our role is to provide fresh thinking and creative advice to government. We contribute ideas on the many and varied issues facing Australia, taking into consideration the views and opinions of a range of stakeholders across the private, public, not-for-profit and community sectors.

The PM&C team provides pragmatic advice and finds solutions to problems so that Government policies can be effectively designed and implemented. We give particular weight to issues that are important to the Prime Minister. Our focus, put in its simplest terms, is to find new ways to improve the lives of all Australians.

As a Career Starter at PM&C, you will have an opportunity to undertake meaningful work in our Communications, Governance, Human Resources and Finance areas.

[National Indigenous Australians Agency](#)

The National Indigenous Australians Agency (NIAA) is committed to improving the lives of Indigenous Australians. We are responsible for leading the Commonwealth Government's approach to uplifting economic and social outcomes for First Nation peoples. We work in genuine partnership with Aboriginal and Torres Strait Islander peoples on policies, programs and services that have a real impact on individuals and communities.

The NIAA is a flexible, diverse and inclusive workplace with attractive remuneration packages, including generous employer superannuation contributions. You will have the opportunity to work with strong, smart, visionary and experienced leaders who encourage and support you to develop your interests and expertise and achieve your ambitions while experiencing exciting and fulfilling work including career development and networking opportunities. You will be supported by a buddy from the previous year's program and committed pastoral care program.

[Department of Health and Aged Care](#)

The Department of Health develop and deliver policies and programs and advise the Australian Government on health, aged care and sport. We work with a wide range of stakeholders to ensure better health for all Australians.

Our vision is better health and wellbeing for all Australians, now and for future generations.

We aim to achieve our vision through evidence-based policy, well targeted programs and best practice regulation.

Our strategic priorities include:

- better health and ageing outcomes for all Australians
- an affordable, quality health and aged care system
- better sport outcomes.

[Department of Industry, Science and Resources](#)

The Department of Industry, Science and Resources supports economic growth and job creation for all Australians by:

- boosting Australia's competitiveness and economic transformation by backing business, science, innovation and investment,
- delivering policies and programs to reduce emissions, increase renewable energy uptake and help Australia adapt to climate change, and
- building strong relationships between businesses, entrepreneurs, employees, the science community, government, regulators and international partners.



[Defence](#)

Our mission is to defend Australia and its national interests. In fulfilling this mission, Defence serves the Government of the day and is accountable to the Commonwealth Parliament which represents the Australian people to efficiently and effectively carry out the Government's Defence policy.

Defence Australian Public Service employees are employed in an array of critical positions, Australia wide, enabling our three services – Navy, Army and Air Force – to do their job. Defence also employs public servants across Australia and around the world.

Career Starters are exposed to a variety of work that will challenge and build valuable capabilities for a Career in Defence and the APS.

Career Starters will work with a diverse group of men and women who are dedicated to protecting Australian interests and enjoy experiences that, as a civilian, you simply wouldn't find with any other organisation.

[Department of Education](#)

Note: From 1 July 2022 DESE will become the Department of Education and a new entity will be created called the Department of Employment and Workplace Relations. The core purpose of both departments remains the same, that is, to create opportunities and drive better outcomes for people, through education, skills and employment pathways. Through this recruitment process, we are seeking graduates for both departments, and if successful, you may be offered a position in either department.

The Department of Education, Skills and Employment contributes to Australia's economic prosperity and social wellbeing by creating opportunities and driving better outcomes for people, through education, skills and employment pathways.

Creating opportunities through education, skills and employment is at the heart of our department's purpose.

We implement government policies and programs in the areas of child care, early childhood education, schooling, tertiary education, research, vocational skills training, and employment. Education and jobs are central to Australia's COVID-19 recovery and DESE is involved in interesting and impactful work at the forefront of the government's economic response to support this.

We draw on the best available research, evidence and data and we work collaboratively with industry, stakeholders and state and territory government. Additionally, we work to implement transformative government policies and programs and draw on the best research and evidence to improve education and employment outcomes for Australians.

[Department of Infrastructure, Transport, Regional Development, Communications and the Arts](#)

We build stronger communities and a stronger nation by ensuring our infrastructure, transport and communications systems are fit for purpose today and into the future. We also work to support and protect our unique cultural heritage and ensure all Australians can enjoy diverse artistic and cultural experiences.

[Department of Finance](#)

As a central agency of the Australian Government, the Department of Finance (Finance) plays an important role in assisting government across a wide range of policy areas to ensure its outcomes are met.

Finance supports the government's ongoing priorities through the Budget process and fosters leading practice through the public sector resource management, governance and accountability frameworks.

Finance plays a lead role in advising the government on many of its strategic priorities, including advancing public sector reform through the Smaller Government Agenda and providing advice to the government on optimal arrangements for the management and ownership of public assets. We do this through our professional and considered approach to providing advice, developing policy, delivering services and engaging with our clients and stakeholders.



Testimonials

'The Career Starter program has been an immensely positive experience. The program has struck the perfect balance of integrating me into a professional workplace, without being thrown into the deep end. Being exposed to integral functions of the Australian Public Service, whilst being equipped with skills, is exciting and prepares myself to confidently pursue career opportunities. The program's focus on building networks around me to support my development and personal goals, is a reflection of care in tailoring a program that helps young people be incorporated into the workforce. I feel encouraged to find opportunities to grow, and I recommend any school leaver considers this program to help start your career.' **2021 Career Starter, Department of Infrastructure, Transport, Regional Development, Communications and the Arts**

'I loved being able to learn new roles and get to learn how the Government works. The Careers Starter Program introduces you to many passionate people who love to help you grow and develop in a professional work environment. Having a dynamic and flexible working force means I can healthily manage my work life balance.' **Andrew, National Indigenous Australian Agency**

'Because of the CSP I've met some fantastic people, other Career Starters, Graduates and colleagues. I'm thankful for the opportunity I've had to apply my skillset in a government context and learn new skills such as project support, project management, stakeholder engagement, minute taking, event management and procurement. A highlight for me has been performing roles in the Pride Network and Wellbeing Network committees. I have networked with great people across NIAA and participated in amazing events as a result of my contribution.' **Kellie, National Indigenous Australian Agency**

'My time in the Career Starter Program has been an incredible opportunity, with meaningful and challenging work every day. It has opened my mind to all the possibilities the public service has to offer and I would highly recommend this program.' **Natasha, Department of Defence**

'My time in the Career Starter Program has been a wonderful experience with amazing opportunities and a really supportive culture to help me learn on the job.' **Abdullah, Department of Finance**

'I've enjoyed building my own personal network through working in different roles. I have gained contacts from external departments through my redeployment to Services Australia which just goes to show how versatile the APS can be.' **Ruby, Department of Finance**