



EXPRESSION OF INTEREST

AO4 Transition Pathway Officer

Full-Time | Temporary 6 months (with possibility of extension)

36.25 hours per week, with access to accrued time to cover part of school holiday periods

Start Date: Wednesday 21 January 2026

An exciting opportunity exists for a motivated and dynamic Transition Pathways Officer. As the Transition Pathways Officer, you will be providing a broad range of services to maximise the transition outcomes of students at risk of not successfully transitioning from school before the completion of Year 12.

About the Role

As the Transition Pathways Officer, you will work across campuses.

- Weipa Secondary (three days each week)
- Boarding (two days each week) - working from the Boarding Campus to provide targeted transition and post-school planning support for boarding students from Cape York and the Torres Strait, ensuring strong alignment between school, home communities, and future education, training, or employment pathways.

As the transition Pathways Officer, you will have responsibility for the following:

- Support schools to develop and refine departmental policies, practices and procedures relating to students exiting school prior to the completion of Year 12 to ensure they remain in an eligible option.
- Provide support to schools that will assist the development of successful retention and transition strategies for 'at risk' students.
- Provide appropriate support and intervention to young people and their families to assist in the transition of young people into a viable education, training or employment option.
- Facilitate the development of a school to post school transition plan for young people who leave school before the completion of Year 12 and provide appropriate case management and support as required.
- Forge links with providers of employment services, community agencies, training organisations and employers to create opportunities for young people to engage in programs that support successful transitions from school into employment or training.
- Establish and maintain effective networks with school-based support staff across a campuses to maximise the transition outcomes of students at risk of not successfully transitioning from school before the completion of Year 12.
- Utilise formal and informal partnerships with business, industry, education and training providers, parents and other key stakeholders to facilitate casework support and work readiness for individual students.
- Work directly with schools, government, industry, business and community groups to form productive partnerships and develop networks to facilitate the placement of early school leavers into full or part time employment, training courses, or access to employment support services.
- Maintain a reporting framework and report on the progress of identified 'at risk' students to individual school principals and/or their nominee as well as reporting to relevant regional personnel and a Cluster Governance Body.
- Manage partnerships with providers of employment services, training programs, and employers to maximise the employment and training opportunities for secondary students who exit school before the completion of Year 12.

In addition to the opportunity for flexible work arrangements, this position also provides:

- Access to accrued time to cover part of school holiday periods in addition to 5 weeks annual leave entitlement.
- Fortnightly locality allowance payable each fortnight.
- Remote travel benefit payable (after 12 months) for the employee and dependents, including one return air flight to Cairns and one return air flight to Brisbane each year.

Interested?

Applicants are required to submit a current CV, contact details for two referees (one of whom should be your current supervisor) and a maximum two-page written response outlining your suitability for the role referring to the above Suitability Assessment Criteria.

Enquiries should be directed to:

Jarrod Prakelt, Associate Principal Secondary, jprak6@eq.edu.au

Applications are to be emailed directly to payroll@westerncapecollege.eq.edu.au & be received by COB Monday 24 November 2025

When working in regulated employment and employee must have a current Working with Children Clearance (blue card) issued by Blue Card Services. The successful applicant must also pass a Criminal History Check.