Graduate Program 2021

The WSP Graduate Program provides graduates with a wide range of development opportunities on their journey from graduate to emerging professional and beyond.

It is a two-year blended learning experience, offering a holistic approach to development. It includes topics specifically chosen to enhance professional, personal and relationship building skills and is foundationally supported via Thrive conversations.

Connection & Collaboration

Explore key topics via guided discussion, hear stories from business leaders, and have your questions answered.

Graduate Bites

Learn through self-reflection, presented information and sharing with each other via one hour webinars.
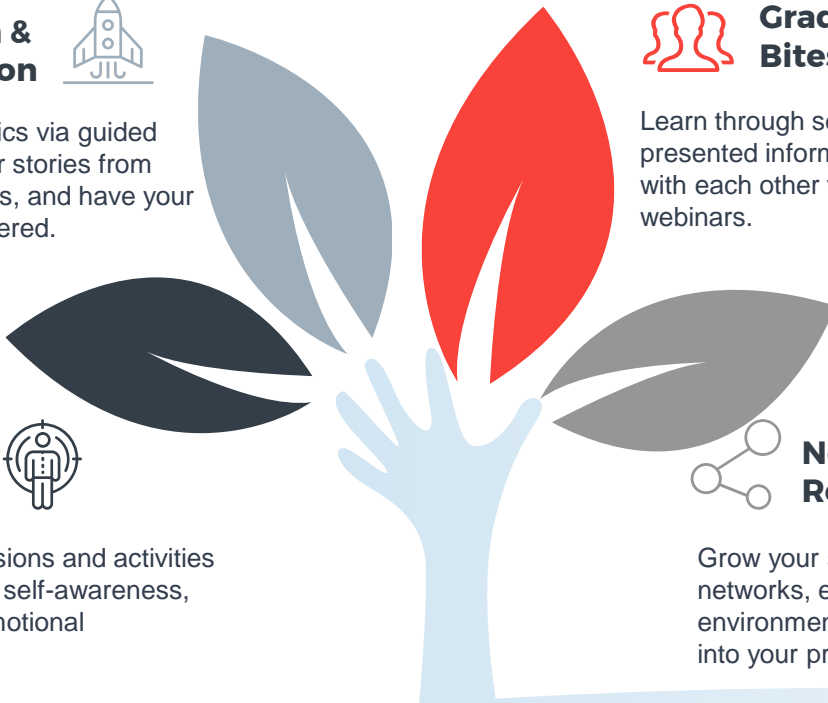
Developing Self

Participate in sessions and activities that improve your self-awareness, resilience and emotional intelligence.

Networking & Relationships

Grow your support and professional networks, enhancing your learning environment and ensuring you excel into your professional career.

Resources & Support

Resources and support available on demand via Graduate Intranet, Personal Development Intranet (including Mindfulness @ Work and Workplace Resilience), Learning & Development team, Pathways, Mentoring and Thrive conversations with your manager/seniors.

Planned Schedule of Sessions

January

Short webinar for graduates and their managers to share ideas to get the most out of the Graduate Program 2021.

February - March

	Session	Description	Target Audience
	Having Effective Thrive Conversations	Develop their conversation skills and hold more effective Thrive performance and development conversations.	Year 2
	Managing My Week	Strategies, actions and tools that will assist you to manage your time, energy levels and priorities within your week.	Year 1 & 2
	Setting Achievable Goals	Learn how to plan, create and achieve effective performance and development goals.	Year 1
	Setting Boundaries & Avoiding Burnout	Managing your professional, personal and energy boundaries is critical to avoid burnout.	Year 1 & 2
	Exploring Expectations	Business leaders share their stories and answer your questions about understanding and managing expectations.	Year 1 & 2
	Networking Event	Come prepared to connect with colleagues, participate in activities and have some fun!	Year 1 & 2

April - June

	Session	Description	Target Audience
	Ask Us Anything	Check-in with the L&D – share your successes, challenges and questions in an interactive Menti/Padlet environment.	Year 1 & 2
	Identifying Development	Discover the future trends in the learning environment and strategies to identify and apply effective development activities.	Year 1
	Intro to Human Centered Design	Understand the concept, framework and benefit of human-centered design and how and when to apply it.	Year 2
	Knowing When (& How) to Speak Up	Effectively using assertive communication skills to your advantage.	Year 1
	Emotional Intelligence	Why EI is important, identify different aspects of EI and strategies for building great EI.	Year 2
	Collecting Career Experiences	Business leaders share their stories and answer your questions about building a successful career.	Year 1 & 2
	Networking Event	Come prepared to connect with colleagues, participate in activities and have some fun!	Year 1 & 2

Live your life each day as you would climb a mountain. An occasional glance toward the summit keeps the goal in mind, but many beautiful scenes are to be observed from each new vantage point. ~ *unknown*

Graduate Program

Course Brochure: Graduate Program 2021

July – September

	Session	Description	Target Audience
	Ask Us Anything	Check-in with the L&D – share your successes, challenges and questions in an interactive Menti/Padlet environment.	Year 1 & 2
	Internal Professional Profile	Strategies, tips and insights into developing your internal professional profile and increasing your sphere of influence.	Year 1
	Navigating Social Media and your External Brand	The do's and don'ts of establishing and maintaining a strong external brand and building your profile.	Year 2
	Asking for and Receiving Feedback	Learn how to effectively and confidently ask for feedback, and receive feedback regardless of the type.	Year 1
	Saying Yes to Me	Saying 'no' to others so that you can say 'yes' to yourself where and when it counts.	Year 2
	Building Networks	Business leaders share their stories and answer your questions about building and maintaining networks.	Year 1 & 2
	Networking Event	Come prepared to connect with colleagues, participate in activities and have some fun!	Year 1 & 2

Graduate Workshop (Grads who have not previously attended).

Aligned with the WSP Strategy, the Workshop equips graduates with the foundations to leverage their individual strengths, learn from technical experts and business leaders and expand their professional networks.

October - November

	Session	Description	Target Audience
	Ask Us Anything	Check-in with the L&D – share your successes, challenges and questions in an interactive Menti/Padlet environment.	Year 1 & 2
	Finance Fundamentals	Understanding the basics of WSP financials, and the opportunity for graduates to positively affect results.	Year 1
	Success Profiles & Career Pathways	Learn what Success Profiles are, their individual components and how to use them to accelerate your Career Pathway.	Year 2
	Tips for Managing Stress	Understanding what triggers your stress levels is important and ways to reduce stress to maintain a healthy stress balance.	Year 1
	Tips for Managing Reactions & Emotions	Learn about how triggers set off reactions, impact our emotions and how our body reflects to triggers.	Year 2
	Future Focused	Business leaders share their stories and answer your questions about preparing for the future of work.	Year 1 & 2

End-of-Program Celebration (December)

Year 1 & 2, regional F2F to connect, share and celebrate the year that was. Celebrate the Graduates that have transitioned off the program during the year.

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Learning & Development

Graduate Program

Resources & Support Quick Links

⚙ [Thrive](#)! Having regular Thrive conversations throughout your time on the Graduate Program is critical. Remember, Thrive is flexible – so ask your manager or ask a senior person you are working closely with on a task or project.

⚙ [Pathways](#) aims to provide professional development opportunities to all young professionals (0-10 yrs professional experience). This is achieved through specific events, programs and projects run throughout each year.

⚙ [Learning & Development Team](#): For any queries you have or support you need on the Graduate Program.

⚙ [Graduate Toolbox](#): For information, updates, tips, links and guides.

⚙ [Mentoring](#): Graduates are paired with a Mentor with between 3-7 years of professional experience to assist them to build and maintain their professional networks and develop their professional skills.

⚙ [Mindfulness @ Work](#): Descriptive meditative practices (in PDF) and recordings (led by Jean Clendinning, a qualified Mindfulness MBSR Teacher). These practices can be completed anywhere, anytime, anyplace.

⚙ [Workplace Resilience](#): Build and maintain resilience using strategies, activities and tools.

Prerequisites / Induction Training

In addition to the graduate program sessions, it is expected that all new graduates complete the following induction modules within the first 90 days of their commencement.

Title	Duration	Delivery	Target Audience
Drive Your Thrive	1 hour	Webinar	Recommended for all new employees
Development Opportunities	1 hour	Webinar	
Immerse Yourself	1 hour	Webinar	
Code of Conduct	20 min	Online	Mandatory for All Employees
ANZ Global Handling	20 min	Online	
Bullying and Harassment	20 min	Online	
SHE Induction	30 min	Online	
Quality Induction	30 min	Online	
Privacy Training	30 min	Online	
Driver Awareness	30 min	Online	Mandatory for workers who undertake driving for work. Recommended for all other workers.
Future Ready	20 min	Online	Recommended training for all employees
Introduction to Client Experience @ WSP	30 min	Online	

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Learning & Development

FAQs

Q1. I have already completed some of the sessions, do I have to do them again? No. If you have already completed them (or had an equivalent learning experiences), that's perfect! Through Thrive conversations with your manager, you can identify your own individual learning requirements, and which sessions will support you in your development the best.

Q2. I want to attend a session that is recommended for Year 1, but I am already in Year 2, can I? Yes, of course. All sessions are available to both Year 1 and Year 2 grads, they are simply more targeted towards one audience or the other.

Q3. What if I cannot attend one of the sessions will it be recorded? Yes, they will be recorded and uploaded into Reach.

Q4. How will I stay engaged during the virtual sessions? Please minimise distractions, come prepared to participate and do not multi-task. Sessions are designed for the virtual world – they include participation, annotation, break-out rooms, Menti-meter, individual work, activities and Q&A to keep you engaged and learning!

Q5. Do I have to have my video on? Ideally Yes. Having your video off is similar to having your back to someone when they are talking to you.

Q6. What do I charge my time to? Speak to your manager about the appropriate code to charge your time to. The code varies between teams, but generally is a Training or Admin code.

Q7 In what areas of my development will the Graduate Program assist me?

- **Business Knowledge**: Business leaders will equip you with skills and knowledge in areas such as project delivery, client experience, ethics, commercials and finance, ensuring you excel in your career, well beyond the graduate program.

- **Professional Development**: Focusing on developing your non-technical skill set, a variety of 'Graduate Bite' sessions will be facilitated to ensure you succeed in all future career pathways.

- **Personal Development**: Developing self and forming a strong understanding on health, wellbeing and resilience at the beginning of your career is crucial for long-term success.

Q8. What about Technical Development? Inclusive of on the job learning, business specific training, as well as individually tailored technical training; this development is identified and facilitated with your manager via Thrive conversations.

Up to 30+ hours over 2 years^. No cost Blended. Auto-enrolled via REACH Internally facilitated

^sessions typically held 12.30-1.30 AEST on Thursdays. All sessions also recorded.

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