

# Consultation Round 1

## ANZSCO [Preliminary] Proposed Changes



Updating **ANZSCO**  
Reflecting a modern Australian labour market

ANZSCO Comprehensive Review

Australian Bureau of Statistics

8/8/2023

## [Preliminary] Proposed Changes

The ABS is undertaking a comprehensive review of the Australian and New Zealand Standard Classification of Occupations (ANZSCO) to reflect the contemporary labour market and better meet stakeholders' needs.

Public consultation rounds are being held across 2023 and 2024 with each round targeting selected occupations grouped by focus area.

This consultation process is an opportunity for users of the classification to provide feedback on the accuracy of current occupation skill levels and descriptions and any occupations anticipated to emerge in the next 5 to 10 years.

**Preliminary proposed changes** are presented for 12 of the 13 occupation focus areas (listed adjacent) to keep stakeholders informed of how their input is influencing changes to the classification. Release of proposed changes to **Computer system design and related services** occupations has been deferred to the end of the second round of consultation.

Changes have been informed by user feedback received in the first round of public consultation held 1 February-28 April 2023. Over 190 submissions were received during this round from a wide range of government, business, and private industry stakeholders.

A **final consultation round** in 2024 will allow users an opportunity to provide **feedback on the complete set of proposed changes** prior to the ABS finalising the classification update for release by December 2024.

## ANZSCO Consultation Round 1

### [Essential Notes](#)

#### Occupation Focus Areas:

[ACCOUNTING SERVICES](#)

[ADMINISTRATIVE SERVICES](#)

[AGED CARE AND DISABILITY SERVICES](#)

[CHILDCARE SERVICES](#)

[EDUCATION AND TRAINING](#)

[FINANCIAL AND INSURANCE SERVICES](#)

[LIBRARY AND OTHER INFORMATION SERVICES](#)

[MANAGEMENT AND RELATED CONSULTING SERVICES](#)

[MARKET RESEARCH AND ADVERTISING](#)

[SCIENTIFIC RESEARCH SERVICES](#)

[STATISTICAL SERVICES](#)

[WELFARE AND SOCIAL ASSISTANCE SERVICES](#)

Keep up to date with all the latest developments on the review at:

[Updating ANZSCO | Australian Bureau of Statistics \(abs.gov.au\)](#)

For further information contact us at: [updating.anzsko@abs.gov.au](mailto:updating.anzsko@abs.gov.au)

**We thank you for taking the time to support the ABS in this work**



## Essential Notes

### Statistics NZ

ANZSCO describes all occupations for the Australia and New Zealand labour market. The ANZSCO review will focus on the Australian labour market with changes made in consultation with other Australian Government agencies and a range of external stakeholders. Statistics NZ (Stats NZ) have elected not to participate in the review at this stage and are considering whether to maintain joint custodianship of the classification with the ABS. Occupation changes have therefore been considered in respect of the Australian labour market only. New Zealand labour market references will remain largely unchanged.

### ANZSCO Assessment Criteria

In this round of consultation, we have carefully considered each stakeholder's feedback, making thoughtful adjustments to ensure that the proposed changes align with the diverse needs and expectations of our user community. While many of the suggestions received have been incorporated into the proposed changes, we must also recognise that not all ideas could be implemented.

It's essential to acknowledge that some stakeholder suggestions, despite their merit, were not adopted for various reasons. Factors influencing decision-making include the necessity to maintain the mutual exclusivity of occupation groups which ensures that a job can only be assigned to one occupation. Additionally, the implementation of some other suggestions were limited by the lack of supporting evidence and/or the need to align with statistical thresholds.

To ensure ANZSCO continues to support the production of reliable occupation-based statistics, changes to the classification need to adhere to the [principles of statistical classifications](#). These principles guide the development of changes throughout the comprehensive review, ensuring the classification is well structured, clearly defined, comparable, robust, and representative.

Reviewers consider numerous factors when prioritising suggested changes received from each public consultation round. To do this, evidence provided in the submissions are collated and assessed in relation to the following criteria:

1. Benefits of the proposal and any alignment to policy, program or statistical need.
2. Risks and potential outcomes that could undermine confidence in ANZSCO and lead to poor decision making. Reviewers will also consider the relative effect on small, but important, sectors of the labour market.
3. Complexity, implementation, and use in labour market analysis. Some requested changes may have dependencies on other elements of ANZSCO that need to be considered holistically.
4. The degree of urgency and need for action, including policy drivers to address issues of national significance.
5. The strength of demand for this change across stakeholders and number of beneficiaries likely to be affected. Proposals with far reaching impact will be considered over those that affect a narrower segment of the labour market.

We understand that diverse perspectives enrich the decision-making process, and we encourage our users to continue sharing insights with us. Despite some ideas not being adopted at this stage, we are committed to continually reviewing and refining our approach to address concerns and improve our classification system.



## Structural changes

Changes to the structure of the classification are being considered as part of the ANZSCO review. This may involve reorganising or consolidating existing occupation groups, creating new groups for emerging occupations, or adapting the structure to better reflect the relationships between occupations.

A final consultation round in mid-2024 will allow users an opportunity to provide feedback on the complete set of proposed changes, including structural alterations, before finalising the classification update for release by December 2024.

Consultation with stakeholders and industry experts along with relevant data analysis will help create a more robust and adaptable classification system that accurately represents the changing nature of occupations and supports informed decision-making.

Learn more about ANZSCO and the review at [About ANZSCO | Australian Bureau of Statistics \(abs.gov.au\)](https://abs.gov.au/about-anzSCO)

# Accounting services

## About the focus area

The Accounting services focus area broadly covers the accounting industry. Occupations in this industry require specialised knowledge and skills to:

- plan and provide services relating to financial reporting, taxation, insolvency, accounting information systems budgeting, cost management, planning and decision-making
- provide advice on associated compliance and performance requirements to ensure statutory and strategic governance.

## Follow links to:

- [Summary of consultation outcomes](#)
- Proposed updates from:
  - [221111 Accountant \(General\)](#)
  - [221112 Management Accountant](#)
  - [55121 Bookkeeper](#)



## Summary of consultation outcomes

### Accounting Services

Stakeholder consultation with prominent accounting industry bodies proved to be highly impactful, leading to a comprehensive review of this focus area. During this process, stakeholders advocated for the modernisation of language and tasks associated with accounting occupations, aligning them with the changes that have occurred over the last two decades. Their input also emphasised the importance of incorporating the non-financial aspects of accountants' roles into the classification.

During the consultation, stakeholders proposed emerging occupations that were carefully considered in our research and analysis, but due to coding feasibility and statistical thresholds were unable to be implemented at this time. Nevertheless, we remain committed to revisiting these suggestions in future updates, especially as the industry continues to rapidly diversify and specialise.

While broader industry participation in the review was limited, the recommendations and insights from key peak bodies has now been incorporated to make the classification more relevant and reflective of the industry's current landscape.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

#### Accepted stakeholder change requests:

- Introduce emerging occupation Forensic Accountant and related specialisation Investigative Accountant.
- Update lead statements of all 221111 Accountant, 221112 Management Accountant and 551211 Bookkeeper with contemporary language.
- Update specialisations of 221111 Accountant, 221112 Management Accountant and 551211 Bookkeeper.

#### Postponed stakeholder change requests:

- Request for structural change – remove 221211 Company Secretary from the Auditors Unit Group due to conceptual dissimilarities.
- Request for structural change – incorporate 221212 Corporate Treasurer into the 2211 Accountant Unit Group.





## Proposed updates from Accountant (General) (Occupation 221111)

### Recommended updates

221111 Accountant (General) (existing)

1. Retire occupation and replace with two proposed occupations – 221114 Accountant; 221115 Forensic Accountant

221115 Forensic Accountant (proposed)

2. Create occupation from 221111 Accountant (General)
3. Add the principal title – Forensic Accountant
4. Add the lead statement
5. Assign skill level 1
6. Add one specialisation – Investigative Accountant

221114 Accountant (proposed)

7. Create occupation from 221111 Accountant (General)
8. Add the principal title –Accountant
9. Add the lead statement
10. Assign skill level 1
11. Update specialisations – Add Financial Analyst and Insolvency Accountant; Remove Insolvency Consultant and Insolvency Practitioner

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>221111 Accountant (General)</p> <p>Provides services relating to compliance-based financial reporting, auditing, insolvency and accounting information systems; and advises on association record-keeping requirements. Registration or licensing may be required for certain services such as auditing.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Financial Analyst</li> <li>• Insolvency Consultant</li> <li>• Insolvency Practitioner</li> </ul>	<p>221114 Accountant</p> <p>Provides services relating to compliance-based financial, non-financial and sustainability-related reporting, auditing, insolvency and accounting information systems; and advises on association record-keeping requirements. Registration or licensing may be required for certain services such as auditing.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• provides advice regarding business plans, structures, and accounting systems</li> <li>• examines the income and expenditure of individuals and organisations</li> <li>• conducts financial investigations, prepares reports and manages insolvency</li> <li>• assists in the formulation of budgetary and accounting policies</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Financial Analyst</li> <li>• Insolvency Accountant</li> </ul>	<p>221115 Forensic Accountant</p> <p>Analyses, investigates, corroborates and critiques records, statements and reports to develop accurate and reliable narrative of events, cases, disciplinary assessments and irregular occurrences. Registration or licensing may be required for certain services such as auditing.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• analyses financial and non-financial documents and data, to actively trace and identify inaccuracies and fraud</li> <li>• investigates organisations and individuals for criminal financial activity</li> <li>• provides support and presents findings to be used as trial evidence in court cases</li> <li>• constructs valuations and economic loss models for organisations from a variety of data sources</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>• Investigative Accountant</li> </ul>





## Proposed updates from Management Accountant (Occupation 221112)

### Recommended updates

221112 Management Accountant (existing)

1. Retain occupation
2. Update lead statement to exclude carbon sequestration projects and carbon pricing
3. Remove specialisation – Carbon Accountant

All occupations include adding tasks.



## Details of the proposed update

### Existing

221112 Management Accountant

Alternative Titles:

- Cost Accountant

Provides services relating to performance-based financial reporting, asset valuation, budgetary systems, cost management, pricing, forecasting and the strategic governance of organisations. Provides advice on financial planning, risk management, carbon sequestration projects and carbon pricing and provides management with reports to assist in decision-making. May provide insight into cost performance and support the implementation of benchmarking and quality improvement initiatives. Registration or licensing may be required.

Skill Level: 1

Specialisations:

- Carbon Accountant
- Commercial Accountant
- Product Accountant

### Proposed

221112 Management Accountant

Alternative Titles:

- Cost Accountant

Provides services relating to performance-based financial reporting, asset valuation, budgetary systems, cost management, pricing, forecasting and the strategic governance of organisations. Provides advice on financial planning, risk management and provides management with reports to assist in decision-making. Establishes continuous reporting and feedback mechanisms by using data source management, analysis and visualisation. May provide insight into cost performance and support the implementation of benchmarking and quality improvement initiatives. Registration or licensing may be required.

Skill Level: 1

Main Tasks:

- prepares financial statements and reports for presentation to boards of directors, governing and statutory bodies, management and shareholders
- analyses financial and non-financial data to inform business strategy and monitor risk
- provides assurance about the accuracy contained in financial reports and their compliance with statutory requirements

Specialisations:

- Commercial Accountant
- Product Accountant



## Proposed updates from Bookkeeper (Occupation 551211)

### Recommended updates

551211 Bookkeeper (existing)

1. Retain occupation
2. Update the lead statement to include regulatory and legislative requirements, and the lodgement of business activity statements
3. Add specialisation – Business Activity Statement (BAS) Agent

All occupations include adding tasks.





## Details of the proposed update

### Existing

551211 Bookkeeper

Maintains and evaluates records of financial transactions in account books and computerised accounting systems.

Skill Level: 3

Specialisation:

- Financial Administration Officer

### Proposed

551511 Bookkeeper

Maintains and evaluates records of financial transactions in account books and computerised accounting systems.

Ensures financial records comply with regulatory and legislative requirements. May prepare and lodge business activity statements on behalf of organisations. Registration or licensing may be required.

Skill Level: 3

Main Tasks:

- keeps financial records including invoices, and maintains and balances accounts
- verifies recorded transactions and reports on irregularities and business tax entitlements
- prepares and produces financial statements, budget and expenditure reports and analyses using account books, ledgers and accounting software packages
- provides government authorities with Tax File Numbers, superannuation payments and business activity statements

Specialisations:

- Business Activity Statement (BAS) Agent
- Financial Administration Officer

# Administrative services

Follow links to:

- [Summary of consultation outcomes](#)
- Proposed updates from:
  - [512299 Practice Managers nec](#)
  - [521111 Personal Assistant](#)
  - [521211 Secretary \(General\)](#)
  - [551112 Cost Clerk](#)
  - [551311 Payroll Clerk](#)
  - [561913 Parking Inspector](#)
  - [591112 Production Clerk](#)
  - [591113 Purchasing Officer](#)
  - [591211 Despatching and Receiving Clerk](#)
  - [591212 Import-Export Clerk](#)
  - [599411 Human Resource Clerk](#)
  - [599999 Clerical and Administrative Workers nec](#)

## About the focus area

The Administrative services focus area includes occupations that require specialised knowledge and skills to:

- organise and control the operations of call or contact centres, offices, professional practices, review customer services, and maintain sound customer relations
- provide advice on associated administrative compliance and performance requirements to ensure statutory and strategic governance
- provide support to managers, professionals, and organisations by organising, storing, manipulating, and retrieving information.



## Summary of consultation outcomes

### Administrative Services

The Administrative Services focus area encompasses a diverse range of occupations, making it challenging for a single organisation or group to represent all of them adequately.

Stakeholders provided feedback primarily related to their specific industries or areas of interest. A recurring theme emerged, highlighting the need to update the language used for administrative occupations to reflect contemporary titles. Particularly, there was a widespread call to replace the title Clerk with Officer.

Despite the robust engagement efforts, the number of submissions received was relatively low. This suggests that, apart from the language update requests, organisations, individuals, and regulatory bodies are not advocating for significant changes within this classification area.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

Accepted stakeholder change requests:

- Update 'Clerk' titles to appropriate contemporary equivalents.
- Separately identify Executive Assistants from Secretaries and Personal Assistants.
- Separately identify the middle management role of Payroll Manager.
- Update the principal title of 591211 Import-Export Clerk to Freight Forwarder.





## Proposed updates from Practice Manager nec (Occupation 512299)

### Recommended updates

#### 512299 Practice Manager nec (existing)

1. Retain occupation but separate out two proposed occupations – 512212 Legal Practice Manager; 512213 Veterinary Practice Manager

#### 512212 Legal Practice Manager (proposed)

2. Create occupation from 512299 Practice Manager nec
3. Add principal title – Legal Practice Manager
4. Add lead statement
5. Assign skill level 2

#### 512213 Veterinary Practice Manager (proposed)

6. Create occupation from 512299 Practice Manager nec
7. Add principal title – Veterinary Practice Manager
8. Add lead statement
9. Assign skill level 2

All occupations include adding tasks.



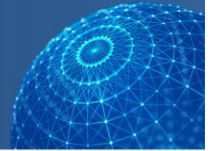


## Details of the proposed update

Existing	Proposed	
<p>512299 Practice Managers nec</p> <p>This occupation group covers Practice Managers not elsewhere classified.</p> <p>Skill Level: 2</p> <p>Occupations in this group include:</p> <ul style="list-style-type: none"> <li>Accounting Practice Manager</li> <li>Architectural Practice Manager</li> </ul>	<p>512212 Legal Practice Manager</p> <p>Organises and controls the functions and resources of a legal practice such as administrative systems and practice personnel.</p> <p>Legal Secretaries are excluded from this occupation. Legal Secretaries are included in occupation 521212 Legal Secretary.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>assigns tasks and responsibilities to legal support team members based on their skill and workload</li> <li>monitors performance of legal practice staff and provides feedback and training</li> <li>oversees the legal case loads and assignments of legal professionals, paralegals and administrative support staff ensuring deadlines are met</li> <li>develops and implements policies and procedures to ensure compliance with industry specific regulations and best practices</li> <li>develops and maintains communication processes to ensure clients are provided updates on their relevant cases</li> <li>maintains the confidentiality and data security standards for client information and sensitive legal documentation</li> <li>reviews and maintains legal documentation</li> </ul>	<p>512213 Veterinary Practice Manager</p> <p>Organises and controls the functions and resources of veterinary practice or hospital such as administrative systems and practice personnel.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>oversees the task and responsibilities of the veterinary team including veterinarians, veterinary technicians and other support staff</li> <li>monitors performance of veterinary practice staff and provides feedback and training</li> <li>ensures medical staff, protocols and standards of care adhere to licensing and registration requirements</li> <li>monitors and maintains the storage and inventory of medical supplies and medications in accordance with regulatory requirements</li> <li>coordinates the maintenance and repairs of medical equipment to meet functionality and safety standards</li> </ul>







## Proposed updates from Personal Assistant Occupation (521111)

### Recommended updates

521111 Personal Assistant (existing)

1. Retain occupation and review elements
2. Update principal title from Personal Assistant to Executive Assistant
3. Add alternative title
4. Add lead statement
5. Assign skill level

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>521111 Personal Assistant</p> <p>Performs liaison, coordination and organisational tasks in support of Managers and Professionals.</p> <p>Skill Level: 2</p>	<p>521111 Executive Assistant</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Personal Assistant</li> </ul> <p>Provides high level support to individual executives, a team of executives, managers and/or professionals in an organisation.</p> <p>221211 Company Secretary, 521211 Secretary (General), 521212 Legal Secretary and 542114 Medical Receptionist are excluded from this occupation.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• acts as a proxy for the individual executives they support</li> <li>• organises and prepares for meetings, including gathering documents and attending to meeting logistics</li> <li>• drafts, reviews and sends communications on behalf of executive</li> <li>• coordinates travel arrangements</li> <li>• sets daily schedules for executives</li> <li>• prioritises and responds to emails</li> <li>• answers and returns phone calls</li> <li>• may assist with personal tasks such as making doctor's appointment or handling family related matters</li> </ul>



## Proposed updates from Secretary (General) (Occupation 521211)

### Recommended updates

521211 Secretary (General) (existing)

1. Retain occupation
2. Update the lead statement to reflect the span of duties and remove reference to providing support to manager and professionals
3. Update the skill level from 2 to 3

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>521211 Secretary (General)</p> <p>Performs secretarial, clerical and other administrative tasks in support of Managers and Professionals.</p> <p>Skill Level: 2</p>	<p>521211 Secretary (General)</p> <p>Performs secretarial, clerical, organisational and administrative tasks in support of daily office operations.</p> <p>Executive Assistants are excluded from this occupation. Executive assistants are included in 521111 Executive Assistant.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• assists with document management, archiving, and file maintenance</li> <li>• organises, schedules appointments and diary management</li> <li>• manages inquiries, calls, messages, and document preparation</li> <li>• welcomes and directs visitors and clients</li> <li>• assists with copying, scanning, faxing, emailing, notetaking, and booking travel</li> <li>• performs other general clerical duties as requested</li> <li>• may manage petty cash, maintain office supplies and coordinate equipment maintenance</li> </ul>





## Proposed updates from Cost Clerk (Occupation 551112)

### Recommended updates

#### 551112 Cost Clerk (existing)

1. Retain occupation
2. Update principal title from Cost Clerk to Estimator
3. Add alternative title – Costing Officer
4. Update lead statement to include exclusion statement with Construction Estimators

All occupations include adding tasks.





## Details of the proposed update

### Existing

551112 Cost Clerk

Calculates and investigates the cost of wages, materials, overheads and other operating expenses.

Skill Level: 4

### Proposed

551112 Estimator

Alternative Titles:

- Costing Officer

Calculates and investigates the cost of wages, materials, overheads, and other operating expenses.

Building and Construction Estimators are excluded from this occupation. Building and Construction Estimators are included in Occupation 312114 Construction Estimator.

Skill Level: 4

Main Tasks:

- calculates, analyses and investigates the costs of proposed expenditure, wages and standard costs
- prepares records of standard costs and values for items such as raw materials and packaging supplies
- prepares quotes and contracts on jobs, materials, and services
- records cost variations and contract price movements
- investigates the costs of proposed expenditures, quotations, and estimates



## Proposed updates from Payroll Clerk (Occupation 551311)

### Recommended updates

#### 551311 Payroll Clerk (existing)

1. Retire occupation and replace with two proposed occupations – 551312 Payroll Manager; 551313 Payroll Officer

#### 551312 Payroll Manager (proposed)

2. Create occupation from 551311 Payroll Clerk
3. Add principal title – Payroll Manager
4. Add alternative title – Payroll Administration Manager
5. Add lead statement
6. Assign skill level 2

#### 551313 Payroll Officer (proposed)

7. Create occupation from 551311 Payroll Clerk
8. Add principal title – Payroll Officer
9. Add alternative title – Payroll Clerk
10. Add lead statement
11. Assign skill level 4

All occupations include adding tasks.

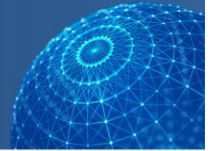




## Details of the proposed update

Existing	Proposed	
<p>551311 Payroll Clerk</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Pay Clerk</li> <li>• Payroll Officer</li> </ul> <p>Prepares payroll and related records for employee salaries and statutory record-keeping purposes.</p> <p>Skill Level: 4</p>	<p>551312 Payroll Manager</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Payroll Administration Manager</li> </ul> <p>Plans, organises, directs, controls and coordinates payroll personnel and process systems to ensure accurate records of payments and benefits.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• develops systems to process payroll account transactions such as salaries, benefits, garnishments, deductions, taxes and third-party payments</li> <li>• oversees processing of payroll changes such as new hires, terminations, raises and system upgrades</li> <li>• coordinates timekeeping and payroll systems</li> <li>• ensures compliance with relevant laws and internal policies</li> <li>• supervises and coaches payroll officers and assistants</li> </ul>	<p>551313 Payroll Officer</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Payroll Clerk</li> </ul> <p>Collects, organises and enters information into payroll systems to calculate pay and deductions of employees.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• creates and maintains employee records</li> <li>• processes payments to employees including pay adjustments</li> <li>• prepares separation certificates or transfers</li> <li>• interprets and applies legislation, awards and enterprise agreements</li> <li>• maintains records relating to leave taken, overtime, promotions, transfers and other variations to wages or salaries and employment arrangements</li> </ul>





## Proposed updates from Parking Inspector (Occupation 561913)

### Recommended updates

561913 Parking Inspector (existing)

1. Retain occupation
2. Update the principal title from Parking Inspector to Parking Officer
3. Add alternative title – Parking Inspector

All occupations include adding tasks.





## Details of the proposed update

### Existing

561913 Parking Inspector

Patrols assigned areas and issues parking infringement notices to owners of vehicles that are illegally parked.

Skill Level: 5

### Proposed

561913 Parking Officer

Alternative Title:

- Parking Inspector

Patrols assigned areas and issues parking infringement notices to owners of vehicles that are illegally parked.

Skill Level: 5

Main Tasks:

- patrols street and parking lots in accordance with parking plans
- checks vehicles for valid parking tickets and records how long they have been in free-parking areas
- uses handheld devices to issue and manage parking infringements, and provide data on revenue and parking usage
- checks for proper use of permits in special use zones and loading zones
- arranges to have illegally parked vehicles towed away
- assists with asset maintenance of parking equipment, including ticketing machines, lighting, boom gates and signage
- assist council with asset management of roads, paths, signs and other roadside equipment
- assists police with matters of stolen, abandoned or damaged vehicles
- may give evidence in court if someone appeals the infringement notice



## Proposed updates from Production Clerk (Occupation 591112)

### Recommended updates

591112 Production Clerk (existing)

1. Retain occupation
2. Update the principal title from Production Clerk to Production Coordinator
3. Remove alternative titles – Production Recorder; Schedule Clerk
4. Remove specialisations – Delivery Clerk; Logistics Clerk

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>591112 Production Clerk</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Production Recorder</li> <li>• Schedule Clerk</li> </ul> <p>Records and coordinates the flow of work and materials between departments, examines orders for goods, and prepares production schedules.</p> <p>Skill Level: 4</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Delivery Clerk</li> <li>• Logistics Clerk</li> </ul>	<p>591112 Production Coordinator</p> <p>Records and coordinates the flow of work and materials between departments, examines orders for goods, and prepares production schedules.</p> <p>Logistics Officers are excluded from this occupation. Logistics Officers are included in 591211 Logistics Officer.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• coordinates the flow of work and materials to ensure orders can be completed</li> <li>• requisitions supply from stock and sends orders to production departments</li> <li>• receives and checks purchase requests against inventory records and stock on hand</li> <li>• examines orders and compiles data for production schedules</li> <li>• checks inventory and prepares delivery schedules</li> </ul>



## Proposed updates from Purchasing Officer (Occupation 591113)

### Recommended updates:

#### 591113 Purchasing Officer (existing)

1. Retire occupation and replace with two proposed occupations – 591118 Procurement Officer; 591119 Purchasing Officer

#### 591118 Procurement Officer (proposed)

2. Create occupation from 591113 Purchasing Officer
3. Add principal title – Procurement Officer
4. Add lead statement
5. Assign skill level 4

#### 591119 Purchasing Officer

6. Create occupation from 591113 Purchasing Officer
7. Add principal title – Purchasing Officer
8. Add lead statement
9. Assign skill level 4

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>591113 Purchasing Officer</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Procurement Officer</li> </ul> <p>Prepares purchase orders, monitors supply sources and negotiates contracts with suppliers.</p> <p>Skill Level: 4</p>	<p>591118 Procurement Officer</p> <p>Organises and coordinates the procurement of materials, products and services for an organisation.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>plans for the purchase of equipment, services and supplies</li> <li>reviews, compares, evaluates and approves products and services</li> <li>maintains inventories and accurate records, and supplier information</li> <li>prepares budgets, cost analyses and reports</li> <li>monitors the company's procurement policies and procedures</li> </ul>	<p>591119 Purchasing Officer</p> <p>Prepares purchase orders, monitors supply sources and assists in maintaining relationships with suppliers.</p> <p>Procurement Officers are excluded from this occupation. Procurement Officers are included in 591118 Procurement Officer.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>investigates and identifies supply sources and prepares and processes purchase orders</li> <li>invites tenders, consults with suppliers and review quotations</li> <li>maintains inventories and accurate records, and supplier information</li> <li>purchases equipment and materials, business services and land or access rights</li> <li>receives and checks purchase requests against inventory records and stock on hand</li> </ul>



## Proposed updates from Despatching and Receiving Clerk (Occupation 591211)

### Recommended updates

591211 Despatching and Receiving Clerk (existing)

1. Retain occupation
2. Update the principal title from Despatching and Receiving Clerk to Logistics Officer
3. Update alternative titles – add Despatch Officer; Logistics Coordinator and remove Despatch Clerk; Freight Clerk
4. Remove the specialisations – Aircraft Load Controller; Shipping and Receiving Clerk; Truck Despatcher

All occupations include adding tasks.





## Details of the proposed update

### Existing

591211 Despatching and Receiving Clerk

Alternative Titles:

- Despatch Clerk
- Freight Clerk

Verifies and maintains records of incoming and outgoing goods in a warehouse or distribution centre and prepares goods for despatch.

Skill Level: 4

Specialisations:

- Aircraft Load Controller
- Shipping and Receiving Clerk
- Truck Despatcher

### Proposed

591211 Logistics Officer

Alternative Titles:

- Despatch Officer
- Logistics Coordinator

Verifies and maintains records of incoming and outgoing goods in a warehouse or distribution centre and prepares goods for despatch.

Skill Level: 4

Main Tasks:

- identifies items and containers of incoming and outgoing shipments and verifies them against consignment records
- ensures outgoing shipments are in good condition and meet specifications
- arranges internal distribution of goods received
- organises the despatch of goods with completed documentation
- maintains prescribed records of goods received and despatched





## Proposed updates from Import-Export Clerk (Occupation 591212)

### Recommended updates:

#### 591212 Import-Export Clerk (existing)

1. Retire occupation and replace with two occupations – 591213 Customs Broker; 591214 Freight Forwarder

#### 591213 Customs Broker (proposed)

2. Create occupation from 591212 Import-Export Clerk
3. Add principal title – Customs Broker
4. Add lead statement
5. Assign skill level 2

#### 591214 Freight Forwarder (proposed)

6. Create occupation from 591212 Import-Export Clerk
7. Add principal title – Freight Forwarder
8. Add a lead statement
9. Assign skill level 4

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>591212 Import-Export Clerk</p> <p>Arranges clearance and collection of imported cargo from customs and bond stores, and the shipment of cargo for export.</p> <p>Skill Level: 4</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Bond Clerk</li> <li>Customs Agent</li> <li>Customs Broker (ANZSCO Skill Level 2)</li> <li>Wharf Tally Clerk</li> </ul>	<p>591213 Customs Broker</p> <p>Co-ordinates the import and export of products or commodities into and out of a country, arranges clearance of these products, advises individuals and companies about international trade, entry procedures, valuation, classification and duties, biosecurity requirements, tariffs and taxes.</p> <p>Registration or licensing is required.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>provides organisations with information and paperwork to ship their goods out of the country and helps businesses import goods successfully by clearing customs</li> <li>provides information to customers on custom tariffs, tariff classifications and concessions, and methods of clearing goods, and calculates storage and clearance charges</li> <li>ensures compliance with biosecurity and other requirements</li> <li>arranges permissions, licences or other approvals to ensure the smooth importation of particular types of goods</li> </ul>	<p>591214 Freight Forwarder</p> <p>Arranges collection of imported cargo from customs and bond stores, and the shipment of cargo for export.</p> <p>Customs Brokers are excluded from this occupation. Customs Brokers are included in 591213 Customs Broker.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>examines shipping documents and verifies cargo to be released</li> <li>records customs clearance requirements and authorises collection of cargo</li> <li>receives details of outgoing cargo, and arranges bookings of freight space and collection or delivery of goods</li> </ul>



## Proposed updates from Human Resource Clerk (Occupation 599411)

### Recommended updates

#### 599411 Human Resource Clerk (existing)

1. Retire occupation and replace with two proposed occupations – 599412 Human Resources Administration Assistant; 599413 Rostering Officer

#### 599412 Human Resources Administration Assistant (proposed)

2. Create occupation from 599411 Human Resource Clerk
3. Add principal title – Human Resources Administration Assistant
4. Update alternative titles – add HR Administration Assistant and remove Employment Office Clerk; Human Resource Records Clerk; Personnel Records Clerk
5. Add lead statement
6. Assign skill level 4

#### 599413 Rostering Officer (proposed)

7. Create occupation from 599411 Human Resource Clerk
8. Add principal title – Rostering Officer
9. Add alternative titles – Roster Clerk; Workforce Planner
10. Add lead statement with exclusion statement
11. Assign skill level 4

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>599411 Human Resource Clerk</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Employment Office Clerk</li> <li>• Human Resource Records Clerk</li> <li>• Personnel Records Clerk</li> </ul> <p>Maintains and updates personnel records such as information on transfers and promotions, employee leave taken and accumulated, salaries, superannuation and taxation, qualifications and training.</p> <p>Skill Level: 4</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Psychological Examiner (Army)</li> <li>• Roster Clerk</li> </ul>	<p>599412 Human Resources Administration Assistant</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• HR Administration Assistant</li> </ul> <p>Maintains and updates personnel records such as information on transfers and promotions, employee leave taken and accumulated, salaries, superannuation and taxation, qualifications and training.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• updates information on leave taken and accumulated, employment history, salaries, superannuation, taxation, qualifications and training</li> <li>• creates records for newly appointed workers and checks records for completeness</li> <li>• processes applications for employment and promotions and advises applicants of results</li> <li>• receives and answers inquiries about employment entitlements and conditions</li> </ul>	<p>599413 Rostering Officer</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Roster Clerk</li> <li>• Workforce Planner</li> </ul> <p>Maintains and manages an effective and up-to-date roster and takes into account individual worker contract hours.</p> <p>Call or Contact Centre Workforce Planner are excluded from this occupation. Call or Contact Centre Workforce Planners are included in 541111 Call or Contact Centre Team Leader.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• assists in the creation of rosters taking into account individual worker contract hours</li> <li>• administers, edits, maintains and manages rosters as advised by managers, to ensure compliance with Enterprise Agreements</li> </ul>



## Existing

## Proposed

- sends out announcements of job openings and job examinations
- issues job application forms
- compiles data from personnel records and prepares reports
- stores and retrieves personnel records and files on request

Specialisation:

- Psychological Examiner (Army)

- backfills any positions empty because of unplanned leave, such as sick leave and bereavement leave; or any Full-Time Equivalent (FTE) deficits
- arranges redeployment of appropriately qualified staff to identified areas of need
- problem solves to find solutions for rostering difficulties and challenges
- communicates with employees regarding roster changes and availability for shift coverage
- completes internal documentation regarding rosters, staff details or attendance preferences as required



## Proposed updates from Clerical and Administrative Workers nec (Occupation 599999)

### Recommended updates

599999 Clerical and Administrative Workers nec (existing)

1. Retain occupation but separate out one proposed Occupation – 599917 Marketing Assistant

599917 Marketing Assistant (proposed)

2. Create occupation from 599999 Clerical and Administrative Workers nec
3. Add principal title – Marketing Assistant
4. Add lead statement
5. Assign skill level 4

All occupations include adding tasks.





## Details of the proposed update

### Existing

599999 Clerical and Administrative Workers nec

This occupation group covers Clerical and Administrative Workers not elsewhere classified.

Skill Level: 4

Occupations in this group include:

- Coding Clerk
- Examination Supervisor
- Travel Clerk

### Proposed

599917 Marketing Assistant

Supports campaigns and undertakes marketing-related administrative duties under the direction of Marketing Managers, Marketing Executives and/or Marketing Specialists.

Skill Level: 4

Main Tasks:

- creates, collates and distributes marketing material
- supports the marketing team in executing marketing strategies and campaigns
- supports market research studies, opinion surveys and needs assessments
- performs data entry and analysis
- monitors and reports on key metrics
- assists with social media to market products

# Aged care and disability services

Follow links to:

- [Summary of consultation outcomes](#)
- Proposed updates from:
  - [411311 Diversional Therapist](#)
  - [411712 Disability Services Officer](#)
  - [411715 Residential Care Officer](#)
  - [423111 Aged or Disabled Carer](#)
  - [423312 Nursing Support Worker](#)
  - [423313 Personal Care Assistant](#)

## About the focus area

The Aged care and disability services focus area broadly covers the Aged Care and Disability industry. Occupations in this industry require specialised knowledge and skills to:

- provide assistance, support and direct care for aged persons and persons with disabilities in their own homes and in a variety of health, welfare and community settings
- provide support, information and advice to such individuals on emotional, financial, recreational, health, housing and other social welfare matters, and evaluate and coordinate the services of relevant agencies
- plan, design, coordinate and implement recreation and leisure-based activity programs to support, challenge and enhance the psychological, spiritual, social, emotional and physical wellbeing of individuals
- organise and control the day-to-day operations of a retirement village to provide a range of accommodation, personal care services, and recreational and social activities for the use and enjoyment of residents.





## Summary of consultation outcomes

### Aged Care and Disability Services

The Aged Care and Disability Services focus area covered a diverse range of occupations with varying skill levels, attracting a wide range of stakeholders eager to participate in the review of occupations in-scope. Modifications to occupations reflect the evolving labour market dynamics of the aged care and disability sector and have been introduced to ensure the classification remains relevant and responsive to user requirements.

To inform the classification changes, collaborative workshops were conducted with representatives from government, industry, and the education sector. Stakeholders strongly advocated for the separate treatment of aged care and disability services, acknowledging the distinct tasks and skills required for each occupation. Feedback also revealed the need to improve the visibility of certain jobs within the industry, leading to revisions in the Aged or Disabled Carer, Diversional Therapist, and Personal Care Worker occupations.

A key topic of discussion with stakeholders was the skill level of support workers in the aged care and disability industry. A Certificate 3 qualification was identified as the minimum requirement for performing non-complex tasks in both aged and disability care, resulting in its assignment to Skill Level 4.

In response to stakeholder recommendations, Diversional Therapist underwent restructuring into three distinct occupations to better align with the current labour market. Moreover, tasks performed by Personal Care Assistants were identified as common to Aged Care Workers, leading to their merger into one occupation. These changes reflect the collaborative efforts and insights provided by stakeholders, ensuring that the classification accurately represents the evolving landscape of aged care and disability services in Australia.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

### Accepted stakeholder change requests:

#### 423111 Aged or Disabled Carer

- Update the term Carer to Support Worker or Worker.
- Remove the words 'routine' and 'companionship' from the tasks and lead statement.
- Add the term 'person centred care' in the lead statement.
- Combine existing Personal Care Assistant occupation with Aged Care Worker.
- Separate Aged or Disabled Carer into several specialities with different skill levels.
- Separate Aged or Disabled Carer into five distinct occupations based on industry, associated tasks and setting. Aged care focuses on providing care to older people as their independence declines, with tasks distinct from a support worker working with people with disabilities.
- Include registration required for Aged Care Workers.
- Separate aged care occupations by work setting into residential aged care and in-home aged care.
- Include the following tasks for Aged Carer – negotiating exceptions of services, helping manage budgets, negotiating with family, managing risks and emergencies, managing time, assisting clients in managing depression, confusion, grief and transitions.
- Include main tasks that disability support workers carry out daily in both home and residential settings. They should include Implement behaviour support strategies in accordance with the behaviour support plan.



- Include task Administer medication and negotiate with other service providers for appropriate support for people with disabilities.

Create Disability Support Worker occupation.

- Separate Disability Support Worker (Disability Carer) as the principal title.
- Update the lead statement for Disability Support Worker to: provide care and support to people with disabilities. They provide companionship and emotional support, work with other healthcare professionals to maximise the participant's physical and mental health, and work with the participant to develop individual living skills and enhance their community access and social inclusion.

Create Community Support Worker (Aged Care) occupation.

- Use the job title Community Support Worker Aged Care as it is more frequently used.
- Separate Home Care Workers as a distinct occupation.
- Include Home and Community Support Worker (Skill Level 4).
- Alternative titles should be listed as In-home Aged Care Support Worker or Home Care Employee.

Create Residential Aged Care Worker occupation.

- Include Residential Aged Care Support Worker (Skill Level 4).
- Describe tasks for Residential Aged Care Worker as support and assistance with hygiene, showering, toileting, mobility support, meals, daily activities, monitoring and assisting with maintenance and promotion of resident health and general wellbeing.
- Include Personal Care Worker and Personal Care Assistant as alternative titles for Residential Aged Care Worker.

Create Team Leader/Senior Support Workers occupation.

- Create a new occupation for senior care worker leaders or coordinator roles.
- Tasks that require higher skills to perform (Skill Level 3) e.g. Catheterisation and PEG Feeding:
  - Covered in specialisation – Senior Aged Care Worker
  - Addition of specialisation – Dementia Care Specialist.
- Specialist Disability Support Worker
  - Add Senior Disability Support Worker.
  - Add Other Specialist occupations under Mental Health Occupation.

141912 Retirement Village Manager

- Update Retirement Village Manager tasks to include tenancy agreements and state regulations.
- Update Retirement Village Manager lead statement with contemporary language.

411311 Diversional Therapist

- Divide Diversional Therapist into three distinct occupations with different skill level and associated tasks:
  - Lifestyle Officer (Skill Level 3)
  - Lifestyle Coordinator (Skill Level 2)
  - Diversional Therapist (Skill Level 1).
- Change Diversional Therapist from skill level 3 to skill level 1.
- Include tasks to distinct from Aged or Disabled Carer.



#### 411712 Disability Services Officer

- Include the phrasing of neurodivergent in lead statement of Disability Services Officer.
- Include Disability Employment Consultant (Skill Level 2):
  - Include of neurodiverse in lead statement.
- Add specialisations – Support Coordinator and Plan Manager.

#### 411715 Residential Care Officer

- Separate this occupation into Residential Care Officer and Residential Youth Worker.
- Remove reference to institutions in the lead statement and tasks.
- Include report writing and advocacy in tasks.

#### 423313 Personal Care Assistant

- Combine Personal Care Assistant with Aged Care Worker.
- Include alternative titles – Personal Care Worker and Aged Care Worker
- Remove the word 'routine'.
- Patient Care Assistant to be added for people working in general care and health care.
- Include the following tasks for this occupation -provides support to older people in a residential facility with daily living tasks such as hygiene, dressing and grooming, eating and/or feeding, toileting and/or bladder/ bowel management, medication assistance, mobility assistance, and social and emotional support.
- Personal Care Assistant largely relates to Aged Care Residential Facility setting.

#### 423312 Nursing Support Worker

- Change principal title to Assistant in Nursing (AIN).
- Change definition to distinguish between personal care workers (who can provide care under direction of nursing staff) and AINs or student nurses (who have or are working towards a distinct qualification).
- Include alternative title Nursing Assistant.

### Postponed stakeholder change requests

#### 141912 Retirement Village Manager

- Create Aged Care Manager.
- Move Retirement Village Managers from Other Hospitality, Retail and Service Managers.

#### 417712 Disability Services Officer

- Move Disability Services Officer to a different sub-major group.
- Re-assign Disability Employment Consultant to sit between Disability Support and Allied Health in the structure.

#### 411715 Residential Care Officer

Add an Exclusion Statement to distinguish this occupation from 411715 Residential Care Officer.

#### 423111 Aged or Disabled Carer

- Include the following new occupations – Virtual/Digital Aged Care Assistant, Care Finder, Aged Care Assessor and Aged Care Navigators.
- Add Social Support Worker  
To be covered in Allied Health focus area to be reviewed in next round of consultation.
- Separate Aged Care and Disability Care into separate unit groups.
- Separate Aged Care Support Worker into community and residential.



## Proposed updates from Diversional Therapist (Occupation 411311)

### Recommended updates

#### 411311 Diversional Therapist (existing)

1. Retire occupation and replace with three proposed Occupations – 411312 Diversional Therapist, 411313 Lifestyle Coordinator and 411314 Lifestyle Officer

#### 411312 Diversional Therapist (proposed)

2. Create occupation from 411311 Diversional Therapist
3. Add principal title
4. Add lead statement
5. Assign skill level 2

#### 411313 Lifestyle Coordinator (proposed)

6. Create occupation from 411311 Diversional Therapist
7. Add principal title
8. Add alternative titles – Activities Coordinator; Leisure and Lifestyle Coordinator
9. Add lead statement
10. Assign skill level 3

#### 411314 Lifestyle Officer (proposed)

11. Create occupation from 411311 Diversional Therapist
12. Add principal title
13. Add alternative titles – Activities Officer; Recreational Activities Officer
14. Add lead statement
15. Assign skill level 3

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed		
<p>411311 Diversional Therapist</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Recreational Therapist</li> </ul> <p>Plans, designs, coordinates and implements recreation and leisure-based activity programs to support, challenge and enhance the psychological, spiritual, social, emotional and physical wellbeing of individuals. Registration or licensing may be required.</p> <p>Skill Level: 3</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Activities Coordinator</li> <li>Activities Officer</li> </ul>	<p>411312 Diversional Therapist</p> <p>Plans, designs and coordinates individualised recreational, lifestyle and leisure-based activities to support, challenge and enhance the psychological, spiritual, social, emotional and physical wellbeing of individuals primarily in health care or residential aged care facilities.</p> <p>Lifestyle Coordinators are excluded from this occupation. Lifestyle Coordinators are included in Occupation 411313 Lifestyle Coordinator.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>identifies individual needs, interests, skills, autonomy and abilities through task analysis and encourages participation and independence in suitable leisure and recreational events</li> </ul>	<p>411313 Lifestyle Coordinator</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Activities Coordinator</li> <li>Leisure and Lifestyle Coordinator</li> </ul> <p>Develops and coordinates recreation, lifestyle and leisure-based activity group programs to support, challenge and enhance the psychological, spiritual, social, emotional and physical wellbeing of individuals primarily in health care or residential aged care facilities.</p> <p>Diversional Therapists are excluded from this occupation. Diversional Therapists are included in Occupation 411312 Diversional Therapist.</p> <p>Skill Level: 3</p>	<p>411314 Lifestyle Officer</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Activities Officer</li> <li>Recreational Activities Officer</li> </ul> <p>Delivers recreation, lifestyle and leisure-based activity group programs to support, challenge and enhance the psychological, spiritual, social, emotional and physical wellbeing of individuals primarily in health care or residential aged care facilities and encourages program participation.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>assists the Lifestyle Coordinator to deliver leisure-based activity group programs to assist with social development, promote a sense of</li> </ul>



Existing	Proposed		
	<ul style="list-style-type: none"> <li>• evaluates and assesses clients' levels of abilities, interests, needs, strengths, weaknesses, and their ability to carry out a range of tasks and interact with others</li> <li>• adapts programs to suit individual needs, interests, skills and abilities</li> <li>• plans, implements and coordinates leisure-based activity programs for groups and individuals to assist with their social development and promote their sense of wellbeing</li> <li>• maintains a knowledge of resources available within a facility and the community</li> <li>• assists with training and supervising volunteers and staff</li> </ul>	<p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• develops and coordinates leisure-based activity group programs to assist with social development and promote a sense of wellbeing</li> <li>• evaluates and reviews programs, seeks feedback on activities and makes adjustments to programs if required</li> <li>• maintains a knowledge of resources available within a facility and the community</li> <li>• engages with community groups to build a network of support and provides information on available support resources within the local community</li> <li>• assists with training and supervises volunteers and staff</li> <li>• may coordinate and promote cultural and religious celebrations and activities within a facility</li> </ul>	<p>wellbeing and enable interaction with others</p> <ul style="list-style-type: none"> <li>• encourages participation and independence in suitable leisure and recreational events based on interest, abilities, skills and autonomy</li> <li>• monitors individuals' condition during program participation and reports any issues to care staff</li> <li>• documents and records individuals' behaviour, ensures their needs are being met, and advises the Lifestyle Coordinator when anomalies are detected</li> <li>• maintains a knowledge of resources available within a facility and the community</li> <li>• engages with community groups to build a network of support and provides information on available support resources within the local community</li> </ul>





## Proposed updates from Disability Services Officer (Occupation 411712)

### Recommended updates

#### 411712 Disability Services Officer (existing)

1. Retire occupation and replace with two proposed occupations – 411726 Disability Employment Consultant; 411727 Disability Services Officer

#### 411726 Disability Employment Consultant (proposed)

2. Create occupation from 411712 Disability Services Officer
3. Add principal title
4. Add alternative title – Job Coach (Disability)
5. Add lead statement
6. Assign skill level 3

#### 411727 Disability Services Officer (proposed)

7. Create occupation from 411712 Disability Services Officer
8. Add principal title
9. Add alternative title – Disability Care Coordinator
10. Add lead statement
11. Assign skill level 2
12. Add specialisations – Disability Local Area Coordinator; Disability Support Coordinator

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>411712 Disabilities Services Officer</p> <p>Works in a range of service units which provide education and community access to people with intellectual, physical, social and emotional disabilities.</p> <p>Skill Level: 2</p>	<p>411726 Disability Employment Consultant</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Job Coach (Disability)</li> </ul> <p>Assists persons with intellectual, cognitive, neurological, sensory, physical or psychosocial disabilities and neurodivergent individuals to find suitable employment through collaboration with employers and clients to ensure reasonable adjustments and ongoing support.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• understands disability employment models of practice and disability in the workplace, policy and legislation that support meaningful employment</li> <li>• recognises, supports and evaluates individuals' needs, interests, skills and past job experience</li> <li>• plans, develops and implements capability building for individuals through training and support services</li> </ul>	<p>411727 Disabilities Services Officer</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Disability Care Coordinator</li> </ul> <p>Works in a range of service units to provide care to persons with intellectual, cognitive, neurological, sensory, physical or psychosocial disabilities and support access to a variety of education, training and welfare services.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• assesses clients' needs and assists them in planning, implementing and accessing education, training, employment and additional health or welfare programs</li> <li>• assists and supports persons with disabilities in all aspects of daily living including community inclusion, personal care, and building and maintaining independence and interpersonal relationships</li> </ul>





## Existing

## Proposed

- creates and implements individualised plans with clients to support a clear pathway to employment
- coordinates with employers to find suitable employment for individuals
- builds and maintains relationships with employers and community organisations in order to obtain ongoing employment opportunities for clients
- assists individuals with job applications and requirements
- fosters long-term relationships with clients and provides ongoing support

- supports clients to create and work towards their goals, build capacity to make their own decisions and choices, and access services
- builds relationships in local communities to help promote inclusion and improve the accessibility of services and facilities
- monitors and reports on the progress of clients

### Specialisations:

- Disability Local Area Coordinator
- Disability Support Coordinator



## Proposed updates from Residential Care Officer (Occupation 411715)

### Recommended updates

#### 411715 Residential Care Officer (existing)

1. Retire occupation and replace with two proposed occupations – 411721 Residential Care Officer; 411722 Residential Youth Worker

#### Residential Care Officer 411721 (proposed)

2. Create occupation from 411715 Residential Care Officer
3. Add principal title
4. Add lead statement
5. Assign skill level 2
6. Add specialisations – House Manager (Disability); House Supervisor (Disability)

#### Residential Youth Worker 411722 (proposed)

7. Create occupation from 411715 Residential Care Officer
8. Add principal title
9. Add lead statement
10. Assign skill level 2

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>411715 Residential Care Officer</p> <p>Provides care and supervision for children or disabled persons in group housing or institutional care.</p> <p>Skill Level: 2</p>	<p>411721 Residential Care Officer</p> <p>Provides care and supervision for persons with disabilities in group housing care.</p> <p>Residential Youth Workers are excluded from this occupation. Residential Youth Workers are included in Occupation 411722 Residential Youth Worker.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• supports families and provides education and care for persons with disabilities in adult service units and group housing</li> <li>• assesses clients' needs and plans, develops and implements educational, training and support programmes</li> <li>• interviews clients and assesses the nature and extent of abilities</li> <li>• monitors and reports on the progress of individuals</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• House Manager (Disability)</li> <li>• House Supervisor (Disability)</li> </ul>	<p>411722 Residential Youth Worker</p> <p>Provides care and supervision for children and young people living in residential facilities such as group homes.</p> <p>Residential Care Officers are excluded from this occupation. Residential Care Officers are included in Occupation 411721 Residential Care Officer.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• plans and implements programmes of supervision and support for children in residential care</li> <li>• supervises and arranges activities to enhance the physical, social, emotional and intellectual development of children in residential care</li> <li>• wakes children and ensures they are washed, dressed, fed and ready for educational and recreational activities</li> <li>• supervises children during domestic activities</li> <li>• assesses individual needs and plans and develops support programs</li> <li>• prepares reports and maintains client records</li> <li>• interviews individuals and assesses the nature and extent of abilities</li> <li>• maintains discipline and reinforces appropriate behaviour standards</li> <li>• monitors and reports on the progress of individuals</li> </ul>



## Proposed updates from Aged or Disabled Carer (Occupation 423111)

### Recommended updates

#### 423111 Aged or Disabled Carer (existing)

1. Retire occupation and replace with five proposed Occupations – 423112 Aged Care Team Leader; 423113 Community Support Worker (Aged Care); 423114 Disability Team Leader; 423115 Disability Support Worker; 423116 Residential Aged Care Worker

#### 423112 Aged Care Team Leader (proposed)

2. Create occupation from 423111 Aged or Disabled Carer
3. Add principal title – Aged Care Team Leader
4. Add alternative title – Aged Care Supervisor
5. Add lead statement
6. Assign skill level 3
7. Add specialisations – Senior Aged Care Worker; Specialised Dementia Worker

#### 423113 Community Support Worker (Aged Care) (proposed)

8. Create occupation from 423111 Aged or Disabled Carer
9. Add principal title – Community Support Worker (Aged Care)
10. Add alternative titles – Community Aged Care Worker; Community Care Worker (Aged Care); Home Care Worker (Aged Care)
11. Add lead statement
12. Assign skill level 4

#### 423114 Disability Team Leader (proposed)

13. Create occupation from 423111 Aged or Disabled Carer
14. Add principal title – Disability Team Leader
15. Add alternative title – Disability Support Team Leader
16. Add lead statement
17. Assign skill level 3
18. Add specialisation – Senior Disability Support Worker

#### 423115 Disability Support Worker (proposed)

19. Create occupation from 423111 Aged or Disabled Carer
20. Add principal title – Disability Support Worker





21. Add alternative titles – Community Support Worker (Disability); Disability Care Worker; Disability Support; Disability Worker
22. Add lead statement
23. Assign skill level 4

#### 423116 Residential Aged Care Worker (proposed)

24. Create occupation from 423111 Aged or Disabled Carer
25. Add principal title – Residential Aged Care Worker
26. Add alternative titles – Aged Care Support Worker; Care Service Employee (Aged Care); Personal Care Assistant (Aged Care); Personal Care Worker (Aged Care)
27. Add lead statement
28. Assign skill level 4

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed		
<p>423111 Aged or Disabled Carer</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Aged or Disabled Care Worker</li> <li>Personal Carer</li> <li>Personal Care Worker</li> </ul> <p>Provides general household assistance, emotional support, care and companionship for aged or disabled people in their own homes.</p> <p>Skill Level: 4 Note: some roles within this Occupation are at ANZSCO Skill Level 3.</p>	<p>(1 of 5) 423112 Aged Care Team Leader</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Aged Care Supervisor</li> </ul> <p>Oversees the day-to-day operations of a team of aged care workers and ensures the delivery of high-quality care and support to older people in various aged care settings.</p> <p>Disability Team Leaders are excluded from this occupation. Disability Team Leaders are included in Occupation 423114 Disability Team Leader.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>manages a team of aged care support workers and ensures efficient running of day-to-day operations</li> <li>maintains attendance records and rosters</li> </ul>	<p>(2 of 5) 423113 Community Support Worker (Aged Care)</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Community Aged Care Worker</li> <li>Community Care Worker (Aged Care)</li> <li>Home Care Worker (Aged Care)</li> </ul> <p>Provides general household assistance, emotional support and person-centred care for older people in their own homes.</p> <p>Residential Aged Care Workers are excluded from this occupation. Residential Aged Care Workers are included in Occupation 423116 Residential Aged Care Worker.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>supports older people with daily activities such as mobility,</li> </ul>	<p>(3 of 5) 423114 Disability Team Leader</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Disability Support Team Leader</li> </ul> <p>Oversees disability support and services to deliver person-centric services and helps develop individual living skills and enhance community access and social inclusion for persons with disabilities in their own homes.</p> <p>Aged Care Team Leaders are excluded from this occupation. Aged Care Team Leaders are included in Occupation 423112 Aged Care Team Leader.</p> <p>Skill Level 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>manages a team of disability support workers and ensures efficient running of day-to-day operations</li> </ul>



## Existing

## Proposed

	<ul style="list-style-type: none"> <li>manages, anticipates and responds to unpredictable emerging situations</li> <li>facilitates basic medical procedures such as catheterisation and peg feeding</li> <li>ensures quality specialised personal care such as palliative care and dementia support</li> <li>onboards and responds to queries and feedback from clients and their families</li> <li>oversees team training, education and professional development programs</li> <li>complies with relevant policies to optimise the safety and wellbeing of clients</li> <li>may support older people with daily activities</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Senior Aged Care Worker</li> <li>Specialised Dementia Worker</li> </ul>	<ul style="list-style-type: none"> <li>housekeeping tasks, personal care and meal preparation</li> <li>negotiates with individuals and families regarding the acceptance of care provided</li> <li>oversees medication usage and monitors health care plans as directed by healthcare professionals</li> <li>provides emotional support and assists older people in managing depression, confusion and grief</li> <li>identifies and facilitates community-based social activities for older people</li> <li>manages risks and emergencies in a home care setting</li> </ul>	<ul style="list-style-type: none"> <li>maintains attendance records and rosters for disability support workers</li> <li>works with government and non-government entities to provide services to clients and organise relevant funding</li> <li>oversees team training, education and professional development programs</li> <li>works with Disability Employment Consultants to integrate clients into the workforce</li> <li>works within relevant guidelines and adheres to codes of conduct to maintain a high standard of care</li> <li>may oversee the provision of home care services for clients</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Senior Disability Support Worker</li> </ul>
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Existing	Proposed	
<p>423111 Aged or Disabled Carer</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Aged or Disabled Care Worker</li> <li>• Personal Carer</li> <li>• Personal Care Worker</li> </ul> <p>Provides general household assistance, emotional support, care and companionship for aged or disabled people in their own homes.</p> <p>Skill Level: 4 Note: some roles within this Occupation are at ANZSCO Skill Level 3.</p>	<p>(4 of 5) 423115 Disability Support Worker</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Community Support Worker (Disability)</li> <li>• Disability Care Worker</li> <li>• Disability Support</li> <li>• Disability Worker</li> </ul> <p>Provides general household assistance, emotional support, and person-centred care to develop individual living skills, and enhance community access and social inclusion for persons with disabilities in their own homes.</p> <p>Community Support Workers (Aged Care) and Residential Aged Care Workers are excluded from this Occupation. Community Support Workers are included in Occupation 423113 Community Support Worker (Aged Care). Residential Aged Care Workers are included in Occupation 423116 Residential Aged Care Worker.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p>	<p>(5 of 5) 423116 Residential Aged Care Worker</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Aged Care Support Worker</li> <li>• Care Service Employee (Aged Care)</li> <li>• Personal Care Assistant (Aged Care)</li> <li>• Personal Care Worker (Aged Care)</li> </ul> <p>Provides general assistance, emotional support, and person-centred care for older people in a residential aged care facility.</p> <p>Community Support Workers (Aged Care) are excluded from this Occupation. Community Support Workers (Aged Care) are included in Occupation 423113 Community Support Worker (Aged Care).</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• supports residents with daily activities such as mobility and personal care</li> <li>• negotiates with individuals and families regarding the acceptance of care provided</li> </ul>





## Existing

## Proposed

- | Existing | Proposed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | <ul style="list-style-type: none"> <li>• supports people with disabilities with daily activities such as mobility, housekeeping tasks, personal care, medication and meal preparation</li> <li>• negotiates with individuals and families regarding the acceptance of care provided</li> <li>• provides emotional support and assists in managing depression, confusion and grief</li> <li>• identifies and facilitates community-based social activities for persons with disabilities</li> <li>• assists persons with disabilities to access disability support services</li> <li>• supports persons with disabilities with training and employment</li> <li>• manages risks and emergencies in a home care setting</li> </ul> |

- provides community engagement and social support to residents
- supports a multidisciplinary team to adhere to health plans as directed by healthcare professionals
- provides emotional support and assists residents in managing depression, confusion and grief
- complies to standards within an aged care facility



## Proposed updates from Nursing Support Worker (Occupation 423312)

### Recommended updates

#### 423312 Nursing Support Worker (existing)

1. Retain occupation
2. Update principal title from Nursing Support Worker to Assistant in Nursing
3. Add alternative titles – Assistant Nurse; Nursing Assistant
4. Update lead statement to include reference to care in a hospital or aged care setting
5. Update all roles within this occupation to Skill Level 4
6. Remove specialisation – Paramedical Aide

All occupations include adding tasks.





## Details of the proposed update

### Existing

### Proposed

423312 Nursing Support Worker

Alternative Titles:

- Assistant in Nursing
- Nurses' Aide (NZ)

Provides limited patient care under the direction of nursing staff.

Skill Level: 4 Note: some roles within this occupation are at ANZSCO Skill Level 3.

Specialisation:

- Paramedical Aide

423312 Assistant in Nursing

Alternative Titles:

- Assistant Nurse
- Nurses' Aide (NZ)
- Nursing Assistant

Provides limited patient care under the direction of nursing staff in a hospital or aged care facility.

Skill Level: 4

Main Tasks:

- supports patients with daily activities such as mobility and personal care
- follows therapy plans such as interventions to assist patients
- observes and reports changes in patients' conditions and reports complaints about care provided
- provides basic treatment and delivery of medications under the direction of nursing staff including vaccinations
- participates in planning the care of patients and residents
- assists with rehabilitation exercises
- assists in workplace health and safety



## Proposed updates from Personal Care Assistant (Occupation 423313)

### Recommended updates

#### 423313 Personal Care Assistant (existing)

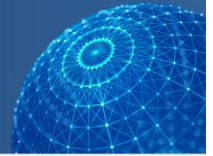
1. Retire occupation and replace with one proposed occupation – 423315 Patient Care Assistant

#### 423315 Patient Care Assistant (proposed)

2. Create occupation from 423313 Personal Care Assistant
3. Add principal title – Patient Care Assistant
4. Add alternative titles – Health Care Assistant; Health Care Worker; Personal Care Assistant (Health)
5. Add lead statement
6. Assign skill level 4

All occupations include adding tasks.





## Details of the proposed update

### Existing

423313 Personal Care Assistant

Provides routine personal care services to people in a range of health care facilities or in a person's home.

Skill Level: 4 Note: some roles within this occupation are at ANZSCO Skill Level 3.

Specialisation:

- Health Care Assistant

### Proposed

423315 Patient Care Assistant

Alternative Titles:

- Health Care Assistant
- Health Care Worker
- Personal Care Assistant (Health)

Provides general assistance, emotional support and personal care services to patients in a health care facility.

Residential Aged Care Workers are not included in this occupation. Residential Aged Care Workers are included in Occupation 423116 Residential Aged Care Worker.

Skill Level: 4

Main Tasks:

- assists with personal care needs such as showering, dressing, eating, mobility and communication
- negotiates with individuals and families regarding the acceptance of care provided
- participates in care planning
- supports a multidisciplinary team to adhere health plans as directed by healthcare professionals
- observes and reports changes in patients' conditions
- reports complaints about care
- assists with rehabilitation exercises, basic treatment and delivery of medications

# Childcare services

Follow links to:

- [Summary of consultation outcomes](#)
- **Proposed updates from:**
  - [134111 Child Care Centre Manager](#)
  - [241111 Early Childhood \(Pre-primary School\) Teacher](#)
  - [421111 Child Care Worker](#)
  - [421112 Family Day Care Worker](#)
  - [421114 Out of School Hours Worker](#)
  - [422115 Preschool Aide](#)

## About the focus area

The Childcare services focus area broadly covers the Early Childhood Education and Care industry. Occupations in this industry require specialised knowledge and skills to:

- develop and implement programs to enhance the physical, social, emotional and intellectual development of young children
- educate and supervise children in residential homes and non-residential childcare centres and pre-primary schools.



## Summary of consultation outcomes

### Childcare Services

The Childcare Services focus area generated strong interest from a diverse group of stakeholders. Workshops played a crucial role in facilitating feedback and gathering expertise. Particularly noteworthy were the efforts of stakeholders who organized workshops to consolidate submissions from their respective members.

The following prominent themes emerged from stakeholder feedback:

- **Terminology update:** All stakeholders advocated for updating the terminology used in existing occupations. They emphasised the need to move away from outdated language that might downplay the significance of these occupations. Instead, the focus should be on highlighting the educational services provided by these roles. The goal is to attract and retain employees in the sector by accurately representing the importance of their work.
- **Middle management positions:** Stakeholders expressed a need to introduce middle management level occupations to better align with the modern Early Childhood Education and Care (ECEC) workforce. Census data revealed that some positions were coded either as lower skilled educator or management roles. To address this, there was widespread support for the creation of a new occupation to distinguish between Certificate III and Diploma qualified educators. Increased regulation over the past decade has made a Certificate III qualification a minimum requirement for working in regulated early childhood education and care services, with at least 50% of the workforce now required to hold a Diploma qualification to meet the National Quality Framework standards. Consequently, the proposed Occupations: 134113 Family Day Care Coordinator (Skill Level 2) and 421117 Childhood Education Room Leader (Skill Level 2) were put forth.
- **Skill Level changes:** All stakeholders supported increasing the skill level for Family Day Care Worker from 4 to 3 due to heightened regulation and qualification requirements. Census data indicated that very few individuals coded to the occupation in 2021 possessed qualifications at Skill Level 4 or lower, validating the need for this change.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

### Accepted stakeholder change requests:

#### General

- Remove references to Carers and Child Care.
- Update lead statements to align with the [National Quality Framework](#).
- Introduce middle management occupations such as Room Leader and Family Day Care Coordinator.
- Adopt the Australian Children's Education and Care Quality Authority (ACECQA)'s recommendations as the National Regulator for Early Childhood Education and Care to assist decision-making and resolve any discrepancies.

#### 134111 Child Care Centre Manager

- Update principal title to Children's Education and Care Service Director.
- Remove alternative titles – Child Care Centre Director and Child Care Coordinator.
- Update the lead statement to reference a regulated children's education and care service instead of Child Care Centre.
- Add alternative title – Children's Education and Care Service Manager.



- Relocate the specialisation Preschool Director from 241111 Early Childhood (Pre-primary School) Teacher to 134111.
- Add specialisation Out of School Hours Coordinator.

#### 241111 Early Childhood (Pre-primary School) Teacher

- Update the lead statement to reflect contemporary early childhood practice and employment and approved learning frameworks.

#### 421111 Child Care Worker

- Update principal title to Early Childhood Educator.
- Remove alternative title Child Care Aide.
- Remove specialisations – Children’s Nursery Assistant; Creche Assistant; Early Childhood Worker.

#### 421112 Family Day Care Worker

- Update principal title to Family Day Care Educator.
- Remove alternative title Family Day Carer.
- Update skill level from 4 to 3.

#### 421114 Out of School Hours Care Worker

- Update principal title to Out of School Hours Educator.

#### 422115 Preschool Aide

- Retire occupation to merge with (proposed Occupation) Early Childhood Educators (split from 421111 Child Care Workers).

#### Include new occupation Early Childhood Education Room Leader.

- Include additional tasks to Early Childhood Educators, including management. Offers leadership and career progression not currently evident in ANZSCO.
- Separate from existing Occupation 421111 Child Care Workers and assign skill level 2.

#### Include new occupation Family Day Care Coordinator.

- Include different tasks to Family Day Care Educators and Children’s Education and Care Service Directors.
- Separate from existing Occupation 134111 Child Care Centre Manager and assign skill level 2.







## Proposed updates from Child Care Centre Manager (134111)

### Recommended updates

#### 134111 Child Care Centre Manager (existing)

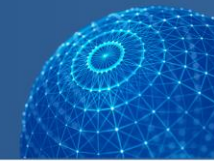
1. Retain occupation
2. Update principal title from Child Care Centre Manager to Children's Education and Care Service Director
3. Remove alternative titles – Child Care Centre Director; Child Care Coordinator
4. Add alternative title – Children's Education and Care Service Manager
5. Update lead statement to include regulated children's education and care service
6. Add specialisations – Preschool Director; Out of School Hours Care Coordinator

#### 134113 Family Day Care Coordinator (proposed)

7. Create occupation from 411711 Community Worker
8. Add principal title – Family Day Care Coordinator
9. Add lead statement
10. Assign skill level 2

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>134111 Child Care Centre Manager</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Child Care Centre Director</li> <li>Child Care Coordinator</li> </ul> <p>Plans, organises, directs, controls and coordinates the activities of a childcare centre or service including physical and human resources</p> <p>Skill Level: 1</p>	<p>134111 Children’s Education and Care Service Director</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Early Childhood Education and Care Service Manager</li> </ul> <p>Plans, organises, directs, controls and coordinates the activities of a regulated children’s education and care service including physical and human resources.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>leads the design, planning, implementation and evaluation of educational programs and practices based on an approved learning framework</li> <li>manages the recruitment of staff and coordinates professional development</li> <li>liaises and works in partnership with families, community members and external agencies to promote the health, safety and wellbeing of children</li> <li>manages the financial resources for the service</li> <li>maintains service records and documentation</li> </ul>	<p>134113 Family Day Care Coordinator</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Family Day Care Manager</li> </ul> <p>Leads and manages a team of Family Day Care Educators in regulated home-based education and care services.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>monitors, supports and supervises Family Day Care Educators</li> <li>leads the development and implementation of educational programs that are based on an approved learning framework</li> <li>works in partnership with families, community members and external agencies to promote the safety, health and wellbeing of children</li> <li>maintains records and documentation of the Family Day Care service</li> <li>coordinates the recruitment of Family Day Care service staff and their professional development</li> </ul>



## Existing

## Proposed

- directs and supervises educators, staff and visitors
- develops policies to ensure the service complies with national and/or state-based legislation and the approved learning frameworks
- leads the day-to-day operational requirements of the service in accordance with the national or state legislation and regulatory requirements

### Specialisations:

- Out of School Hours Care Coordinator
- Preschool Director

- ensures compliance with Family Day Care service policies and national and/or state-based legislation
- leads the day-to-day operational requirements of the Family Day Care service



## Proposed updates from Early Childhood (Pre-primary School) Teacher (Occupation 241111)

### Recommended updates

#### 241111 Early Childhood (Pre-primary School) Teacher (existing)

1. Relocate the specialisation Preschool Director to 134111 Child Care Centre Manager
2. Retire the occupation 241111 Early Childhood (Pre-Primary School) Teacher

#### 241113 Early Childhood (Pre-primary School) Teacher (proposed)

3. Create occupation 241113 Early Childhood (Pre-primary School) Teacher 241111 from Early Childhood (Pre-primary School) Teacher
4. Add principal title – Early Childhood (Pre-primary School) Teacher
5. Add alternative titles – Kindergarten (Pre-primary School) Teacher, Preschool Teacher
6. Add lead statement
7. Assign skill level 1

All occupations include adding tasks.



## Details of the proposed update

Existing	Proposed
<p>241111 Early Childhood (Pre-primary School) Teacher</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Kindergarten Teacher</li> </ul> <p>Plans, organises and conducts activities to help pre-primary school students to develop a wide variety of skills including speech, reading, writing, motor skills and social interaction. Registration or licensing is required.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Preschool Director</li> </ul>	<p>241113 Early Childhood (Pre-primary School) Teacher</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Kindergarten (Pre-primary School) Teacher</li> <li>Preschool Teacher</li> </ul> <p>Designs, plans, implements and evaluates educational programs and practices for young children, including following and implementing an approved learning framework in an early childhood setting. Registration or licensing is required.</p> <p>Preschool Directors are excluded from this occupation. Preschool Directors are included in Occupation 134111 Child Care Centre Manager.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>develops educational programs based on an approved learning framework</li> <li>promotes the safety, health, wellbeing, learning and development of young children</li> <li>provides pedagogical leadership</li> <li>coaches, mentors and supervises staff</li> <li>builds and maintains strong reciprocal relationships with young children and their families</li> <li>complies with service policies and national and/or state-based education legislation</li> <li>works in partnership with families, community members and external agencies to promote the education, care and wellbeing of children</li> </ul>



## Proposed updates from Child Care Worker (421111)

### Recommended updates

#### 421111 Child Care Worker (existing)

1. Retire and replace with two proposed occupations – 421117 Early Childhood Education Room Leader; 421118 Early Childhood Educator

#### 421117 Early Childhood Education Room Leader (proposed)

2. Create occupation from 421111 Child Care Worker
3. Add principal title – Early Childhood Education Room Leader
4. Add alternative title – Early Childhood Education Group Leader
5. Add lead statement
6. Assign skill level 2

#### 421118 Early Childhood Educator (proposed)

7. Create occupation from 421111 Child Care Worker
8. Add principal title – Early Childhood Educator
9. Add lead statement
10. Assign skill level 3

All occupations include adding tasks.



## Details of the proposed update

Existing	Proposed	
<p>421111 Child Care Worker</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Child Care Aide</li> </ul> <p>Provides care and supervision for children in programs, such as long day care and occasional care, in childcare centres, hospitals and educational centres. Registration or licensing may be required.</p> <p>Skill Level: 3</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Child Care Group Leader (Aus) (Skill Level 2)</li> <li>Children’s Nursery Assistant</li> <li>Creche Attendant</li> <li>Early Childhood Worker</li> </ul>	<p>421117 Early Childhood Education Room Leader</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Early Childhood Education Group Leader</li> </ul> <p>Provides leadership to Early Childhood Educators and contributes to the development, implementation and evaluation of the educational program and practice using an approved learning framework.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>leads a team of educators working with a group of children</li> <li>designs, plans, implements and evaluates educational programs and practices based on an approved learning framework</li> <li>works in partnership with families, staff, community members and external agencies to promote the development, education, care and wellbeing of children</li> </ul>	<p>421118 Early Childhood Educator</p> <p>Supports learning and development for young children in regulated centre-based services, including contributing to the educational program and practice using an approved learning framework.</p> <p>Family Day Care Educators and Outside of School Hours Care Educators are excluded from this occupation. Family Day Care Educators are included in Occupation 421112 Family Day Care Educator and Outside of School Hours Care Educators are included in Occupation 421114 Out of School Hours Care Educator.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>contributes to the designing, planning, implementing, documenting and evaluating of the children’s educational programs based on an approved learning framework</li> <li>develops and maintains positive relationships with staff, children and families</li> </ul>



## Existing

## Proposed

- | Existing | Proposed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | <ul style="list-style-type: none"> <li>• promotes the safety and wellbeing of children</li> <li>• supports educators providing education, care and supervision for babies, toddlers and young children</li> <li>• complies with, and supports other educators to comply with, service policies and national and/or state-based legislation</li> <li>• supports the day-to-day operation of the service</li> <li>• keeps records of each child’s learning, wellbeing, development, participation and progress, and communicates this with families</li> </ul> | <ul style="list-style-type: none"> <li>• supports the daily routines, transitions and programs of babies, toddlers and/or young children</li> <li>• complies with service policies and national and/or state-based legislation</li> <li>• promotes the safety, health and wellbeing of staff, children and visitors</li> <li>• supports children’s learning, development and wellbeing</li> </ul> |





## Proposed updates from Family Day Care Worker (421112)

### Recommended updates

#### 421112 Family Day Care Worker (Existing)

1. Retain occupation
2. Update principal title from Family Day Care Worker to Family Day Care Educator
3. Remove alternative title – Family Day Carer
4. Update lead statement to include educational aspects of the jobs involved
5. Change skill level from 4 to 3

All occupations include adding tasks.





## Details of the proposed update

### Existing

421112 Family Day Care Worker

Alternative Titles:

- Family Day Carer

Provides care and supervision for babies and children, usually in the carer's own home and under local government or community-based schemes. Registration or licensing may be required.

Skill Level: 4

### Proposed

421112 Family Day Care Educator

Provides support for children's learning, development and wellbeing in a family day care service, including following an approved learning framework.

Skill Level: 3

Main Tasks:

- designs, plans, implements and evaluates an educational program based on an approved learning framework
- documents children's progress, learning, wellbeing and development
- develops and maintains positive relationships with children and families
- supports the daily routines, transitions and programs of children
- complies with family day care service policies and national and/or state-based legislation
- manages financial resources for the family day care service
- may transport children to and from the family day care service



## Proposed updates from Out of School Hours Care Worker (Occupation 421114)

### Recommended updates

421114 Out of School Hours Care Worker (existing)

1. Retain occupation
2. Update principal title from Out of School Hours Care Worker to Out of School Hours Care Educator
3. Update lead statement to include educational aspects of the jobs

All occupations include adding tasks.





## Details of the proposed update

### Existing

421114 Out of School Hours Care Worker

Provides care for school age children in an out of school hours care program. Registration or licensing may be required.

Skill Level: 3

### Proposed

421114 Out of School Hours Care Educator

Provides education and care for school age children before/after school and during school holidays.

Skill Level: 3

Main Tasks:

- contributes to the designing, planning, implementing and documenting of school age children's educational leisure programs based on an approved learning framework
- supports the daily routines, transitions and programs of school age children
- promotes the safety, health and wellbeing of staff, children and visitors
- develops positive relationships with other educators, school staff, school age children and families
- complies with Out of School Hours Care service policies and national and/or state-based legislation



## Proposed updates from Preschool Aide (422115)

### Recommended updates

#### 422115 Preschool Aide (existing)

1. Retire occupation and merge residual





## Details of the proposed update

### Existing

### Proposed

422115 Preschool Aide

Retired

Provides care and supervision for children at preschool centres under the direction of Early Childhood (Pre-primary School) Teachers

Skill Level: 4

Specialisations:

Kindergarten Assistant

# Education and training

Follow links to:

- [Summary of consultation outcomes](#)
- Proposed updates from:
  - [1134311 School Principal](#)
  - [134411 Faculty Head](#)
  - [134412 Regional Education Manager](#)
  - [241213 Primary School Teacher](#)
  - [241311 Middle School Teacher / Intermediate School Teacher](#)
  - [241411 Secondary School Teacher](#)
  - [241511 Special Needs Teacher](#)
  - [241512 Teacher of the Hearing Impaired](#)
  - [241513 Teacher of the Sight Impaired](#)
  - [242111 University Lecturer](#)
  - [242112 University Tutor](#)
  - [242211 Vocational Education Teacher / Polytechnic Teacher](#)
  - [249111 Education Advisor](#)
  - [249112 Education Reviewer](#)
  - [249211 Art Teacher \(Private Tuition\)](#)
  - [249212 Dance Teacher \(Private Tuition\)](#)
  - [249213 Drama Teacher \(Private Tuition\)](#)
  - [249214 Music Teacher \(Private Tuition\)](#)
  - [249299 Private Tutors and Teachers nec](#)
  - [249311 Teacher of English to Speakers of Other Languages](#)
  - [311414 School Laboratory Technician](#)
  - [422111 Aboriginal and Torres Strait Islander Education Worker](#)
  - [422112 Integration Aide](#)
  - [422116 Teachers' Aide](#)

## About the focus area

The Education and training focus area broadly covers the school, tertiary and private tuition industry. Occupations in this industry require specialised knowledge and skills to:

- plan, organise, direct, control and coordinate educational and administrative aspects in educational institutions
- educate students by teaching, researching and developing curricula and teaching materials, and promote students' social, emotional, intellectual and physical development
- provide technical support and prepare materials to assist with teaching chemistry, earth sciences, life sciences and physical sciences in schools
- perform non-teaching duties to assist teaching staff in schools and provide care and supervision for children.



## Summary of consultation outcomes

### Education and Training

Valuable stakeholder feedback was received from the primary and secondary education sector. This proved instrumental in shaping the proposed updates. Insights gathered ensured that proposed changes were informed by the perspectives and needs of those in the field, making the classification updates reflective of the real-world demands of the education and training workforce.

Several recurring themes communicated included the following:

- School sector: generally, the retainment of most occupation titles and lead statements was supported, with minor changes proposed for specialisations. Changes were requested for Aboriginal and Torres Strait Islander Education Worker, including skill level, principal title, lead statement, and specialisations, and is currently under consideration by the Department of Education (DoE).

Notably, the creation of new occupations for Primary School Teacher Librarian, Secondary School Teacher Librarian, Primary and Secondary Assistant Principal occupations were supported, along with the retirement of the Middle School Teacher occupation.

Significant changes were proposed to the Special Needs Teacher occupation, including a principal title change, addition of new occupations, removal of specialisations, and a change to the unit group title, resulting in migration to the Minor Group 249 Miscellaneous Education Professionals.

Proposals were also received to lower the skill level from 4 to skill level 3 with updates to principal title, alternative titles, and lead statement for Teachers Aide and Integration Aide.

- Tertiary and Vocational education: proposals included the creation of new occupations to address the evolving needs of the education landscape. These new roles would include Tertiary Education Administrator or Manager, Vocational Trainer and Assessor, Director Vocational Education, and Academic Manager (Deputy Director). The addition of specialisations to the existing University Lecturer occupation to better reflect the diverse expertise required in academia was also suggested.

Separation of the current occupation of 242211 Vocational Education Teacher/Polytechnic Teacher into separate roles: VET trainer and VET Literacy and Numeracy Educator was encouraged to ensure a more focused and tailored approach to vocational education and training, recognising specific skill sets and responsibilities.

- Private tuition: ANZSCO enhancements proposed included skill level changes for Dance and Drama Teacher and new specialisations for the Music Teacher Occupation to better capture the diverse expertise required in this field.

One significant change proposed the creation of a new Academic Tutor occupation, separately identified from the existing University Tutor occupation. This occupation would encompass tutors in various academic areas, including Primary and/or High school English, Mathematics, Sciences, and other school-based subjects taught in after-hours classes or individually.





The introduction of an additional occupation, titled Test-success Coaches for tutors that focus on preparing students for important assessments such as NAPLAN, Year 12 exams, and scholarship exams for Independent Schools. The retirement of Occupations Private Tutors and Teachers were encouraged.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

#### Accepted stakeholder change requests:

- Include an Assistant School Principal occupation.
- Include two new occupations: Primary School Teacher Librarian and Secondary School Teacher Librarian.
- Do not disaggregate 241311 Primary School Teacher in any way other than distinguishing Primary School Teacher Librarians.
- Include two new occupations: Primary School Teacher-Librarian and Secondary School Teacher Librarian.
- Retire 241311 Middle School Teacher.
- Update the title of 241511 Special Needs Teacher to Special Education Teacher.
- Update the lead statement for 241511 Special Needs Teacher.
- Remove the specialisations Remedial Teacher and Teacher of Gifted Students from 241511 Special Needs Teacher.
- Update the principal title of 241512 Teacher of the Hearing Impaired.
- Update the principal title and lead statement for 241513 Teacher of the Sight Impaired.
- Remove the occupation Correspondence School Teacher from 241599 Special Education Teachers nec.
- Add alternative titles and specialisations to 242111 University Lecturer.
- Adds specialisations to 242211 Vocational Education Teacher / Polytechnic Teacher.
- Update elements in 242211 Vocational Education Teacher / Polytechnic Teacher.
- Add specialisations to 249111 Education Advisor.
- Update the skill level for 249212 Dance Teacher.
- Update the principal title for 249213 Drama Teacher (Private Tuition) and remove the specialisation Elocution Teacher from 249213 Drama Teacher.
- Add Speech to the principal title for 249213 Drama Teacher.
- Include a new occupation Academic Tutor (Private Tuition).
- Update the lead statement and alternative title for 311414 School Laboratory Technician.
- Update the skill level, principal title, lead statement and specialisations for 422111 Aboriginal and Torres Strait Islander Education Worker.
- Update the skill level and description for 422112 Integration Aide and 422116 Teachers Aide.

#### Postponed stakeholder change requests:

- Include a new occupation Vocational Trainer and Assessor in 2422 Vocational Education Teachers / Polytechnic Teachers Unit Group.
- Include a new occupation Tertiary Education Administrator or Manager.





## Proposed updates from School Principal (Occupation 134311)

### Recommended updates

#### 134311 School Principal (existing)

1. Retire occupation and replace with two proposed occupations – 134312 Assistant School Principal and 134313 School Principal

#### 134312 Assistant School Principal (proposed)

2. Create occupation from 134311 School Principal
3. Add principal title
4. Add alternative title – Deputy Principal
5. Add lead statement
6. Assign skill level 1

#### 134313 School Principal (proposed)

7. Create occupation from 134311 School Principal
8. Add principal title
9. Add lead statement
10. Assign skill level 1

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>134311 School Principal</p> <p>Alternative Title</p> <ul style="list-style-type: none"> <li>Headmaster/mistress</li> </ul> <p>Plans, organises, directs, controls and coordinates the educational and administrative aspects of primary, middle or intermediate and secondary schools including physical and human resources. Registration or licensing is required.</p> <p>Skill Level: 1</p> <p>Specialisations</p> <ul style="list-style-type: none"> <li>Middle or Intermediate School Principal</li> <li>Primary School Principal</li> <li>Secondary School Principal</li> </ul>	<p>134312 Assistant School Principal</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Deputy School Principal</li> </ul> <p>Plans, organises and supports the educational and administrative aspects of schools, including physical and human resources. Registration or licensing is required.</p> <p>School Principals are excluded from this occupation. School Principals are included in Occupation 134313 School Principal.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>maintains a respectful, safe and productive learning environment for students and teachers</li> <li>ensures appropriate allocation of staff to teaching programs, including the engagement of Casual Relief Teachers</li> <li>prepares and supervises class timetables</li> </ul>	<p>134313 School Principal</p> <p>Plans, organises, directs, controls and coordinates the educational and administrative aspects of schools, including physical and human resources. Registration or licensing is required.</p> <p>Assistant or Deputy School Principals are excluded from this occupation. Assistant or Deputy School Principals are included in Occupation 134312 Assistant School Principal.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>establishes and maintains organisational structures that support the achievement of a school's vision and values</li> <li>ensures the delivery of comprehensive education programs to all students</li> <li>ensures a respectful, safe and productive learning environment for students and teachers</li> <li>implements systems and procedures to monitor and report on a school's performance</li> <li>develops and maintains positive relationships with all members of the school community</li> </ul>



## Existing

## Proposed

Existing	Proposed	
	<ul style="list-style-type: none"> <li>• supervises and coordinates the work of senior curriculum or year level coordinators</li> <li>• mentors staff in the development, implementation and assessment of learning programs</li> <li>• manages the development, implementation and review of specific school policies, programs and operations</li> <li>• implements systems and procedures to monitor and report on a school's performance</li> <li>• provides support to School Principals when required</li> <li>• may teach students</li> </ul>	<ul style="list-style-type: none"> <li>• implements initiatives, practices and priorities of relevant education authorities</li> <li>• contributes to the development, implementation and review of school policies, programs and operations</li> <li>• manages the selection, professional development and assessment of staff members</li> <li>• ensures efficient and effective operations including the management of finance, people, facilities, risk, compliance and major projects</li> <li>• may teach students</li> </ul>



## Proposed updates from Faculty Head (Occupation 134411)

### Recommended update

134411 Faculty Head (existing)

1. Retain occupation
2. Update the principal title from Faculty Head to Faculty Manager
3. Update the lead statement to include 'or Registered Training Organisation (RTO)'
4. Add specialisation – Academic Manager (RTO)

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>134411 Faculty Head</p> <p>Plans, organises, directs, controls and coordinates the educational and administrative aspects of a department, faculty or school within a university or other tertiary education institution.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Dean (University)</li> <li>• Head Teacher (TAFE)</li> </ul>	<p>134411 Faculty Manager</p> <p>Plans, organises, directs, controls and coordinates the educational and administrative aspects of a department, faculty or school within a university, other tertiary education institution or Registered Training Organisation (RTO).</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• coordinates the educational, administrative and financial affairs of an educational institution or department within the institution</li> <li>• researches, develops, implements, reviews and evaluates educational and administrative policy</li> <li>• liaises between educational institutions, stakeholders and the wider community</li> <li>• provides advice on policy and procedures to staff and students</li> <li>• consults with academic and administrative staff to coordinate educational programs</li> <li>• identifies and addresses present and future needs for student and staff development</li> <li>• researches educational systems, and monitors and evaluates new developments</li> <li>• researches and reports on student needs arising from curriculum implementation</li> <li>• develops and delivers training programs for teachers</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Academic Manager (RTO)</li> <li>• Dean (University)</li> <li>• Head Teacher (TAFE)</li> </ul>



## Proposed updates from Regional Education Manager (Occupation 134412)

### Recommended updates

134412 Regional Education Manager (existing)

1. Retain occupation
2. Update lead statement to remove reference to 'middle or intermediate school'
3. Remove specialisation – School Administrator

All occupations include adding tasks.





## Details of the proposed update

### Existing

134412 Regional Education Manager

Plans, organises, directs, controls and coordinates educational approaches and policy, and curriculum resources and development for preschool, primary, middle or intermediate school, secondary, TAFE or polytechnic teachers and administrators.

Skill Level: 1

Specialisation:

- School Administrator

### Proposed

134412 Regional Education Manager

Plans, organises, directs, controls and coordinates educational approaches and policy, and curriculum resources and development for preschool, primary, secondary, TAFE or polytechnic teachers and administrators.

Skill Level: 1

Main Tasks:

- provides educational leadership to teachers, principals, and administrative staff of education institutions in the development and coordination of educational programs
- researches, develops, implements, reviews, and evaluates educational and administrative policy
- applies for and manages funding for new educational programs
- builds relationships with institutions and key agencies
- advises on policy and procedures to staff and students
- consults with academic and administrative staff to formulate educational programs
- identifies, analyses and actions on present and future needs for student and staff development
- organises and conducts training for teachers in new programs and methods
- researches educational systems and monitors and evaluates developments and trends





## Proposed updates from Primary School Teacher (Occupation 241213)

### Recommended updates

#### 241213 Primary School Teacher (existing)

1. Retire occupation and replace with two proposed occupations – 241214 Primary School Teacher; 241611 Teacher Librarian

#### 241214 Primary School Teacher (proposed)

2. Create occupation from 241213 Primary School Teacher
3. Add principal title
4. Add lead statement
5. Assign skill level 1

#### 241611 Teacher Librarian (proposed)

6. Create occupation from 241213 Primary School Teacher and 241411 Secondary School Teacher
7. Add principal title
8. Add lead statement
9. Assign skill level 1

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>241213 Primary School Teacher</p> <p>Teaches and coordinates a range of subjects within a prescribed curriculum to primary school students. Registration or licensing is required.</p> <p>Skill Level: 1</p> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Primary School Teacher-Librarian</li> </ul>	<p>241214 Primary School Teacher</p> <p>Teaches a range of subjects within a prescribed curriculum to primary school students and promotes students' social, emotional, intellectual and physical development. Registration or licensing is required.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>delivers differentiated learning programs in literacy, numeracy, the humanities, arts, science, technology and physical education to primary school students</li> <li>guides discussions and supervises students' work in class</li> <li>employs effective classroom management skills to maintain a safe, supportive and positive learning environment</li> <li>prepares, administers and reviews assessment tasks to evaluate students' progress</li> <li>maintains records of students' progress</li> <li>discusses students' progress with parents and students, and prepares written reports on a regular basis</li> </ul>	<p>241611 Teacher Librarian</p> <p>Builds and delivers library and information management services in schools, works collaboratively with teachers to select appropriate resources that support the curriculum, and teaches students to access and use quality information and recreational reading material. Registration or licensing is required.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>provides activities that focus on literature, the promotion of reading, and literacy development to meet the interests and needs of school students</li> <li>delivers programs on digital and information literacy that support curriculum knowledge, understanding and skills</li> <li>provides activities that promote inquiry-based learning, critical and creative thinking, digital literacy, and ethical understanding in curriculum areas</li> <li>provides physical and intellectual access to information and ideas, including library facilities, material resources and</li> </ul>



## Existing

## Proposed

- participates in staff meetings, educational conferences and workshops
- contributes to the development of curriculum programs and resources
- performs extra-curricular tasks such as assisting with sport, concerts, excursions and special interest programs

- pedagogical programs and services (physical and digital) for school teachers and students
- manages schools' physical and digital learning spaces where reading, inquiry, research, critical thinking, imagination and creativity are central to learning and teaching
  - resources the curriculum and leads services and programs that are developed collaboratively with school staff
  - undertakes programming, collection development and outreach to support students across a full range of abilities, and welcomes diverse cultural, linguistic, religious and other unique groups into the school libraries
  - liaises with other library groups in the broader community



## Proposed updates from Middle School Teacher / Intermediate School Teacher (Occupation 241311)

### Recommended updates

241311 Middle School Teacher / Intermediate School Teacher (existing)

1. Retire occupation and merge residual





## Details of the proposed update

Existing	Proposed	
<p>241311 Middle School Teacher / Interim School Teacher</p> <p>Teaches one or more subjects within a prescribed curriculum to middle school or intermediate school students and promotes students' social, emotional, intellectual and physical development. Registration or licensing is required.</p> <p>Skill Level: 1</p>	<p>Retired</p>	





## Proposed updates from Secondary School Teacher (Occupation 241411)

### Recommended updates

241411 Secondary School Teacher (existing)

1. Retire occupation and replace with two proposed occupations – 241412 Secondary School Teacher; 241611 Teacher Librarian

241412 Secondary School Teacher (proposed)

2. Create occupation from 241411 Secondary School Teacher
3. Add principal title
4. Add lead statement
5. Assign skill level 1

241611 Teacher Librarian (proposed)

6. Create occupation from 241411 Secondary School Teacher and 241213 Primary School Teacher
7. Add principal title
8. Add lead statement
9. Assign skill level 1

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>241411 Secondary School Teacher</p> <p>Teaches one or more subjects within a prescribed curriculum to secondary school students and promotes students' social, emotional, intellectual and physical development. Registration or licensing is required.</p> <p>Skill Level: 1</p> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Secondary School Teacher-Librarian</li> </ul>	<p>241412 Secondary School Teacher</p> <p>Teaches one or more subjects within a prescribed curriculum to secondary school students and promotes students' social, emotional, intellectual and physical development. Registration or licensing is required.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>delivers differentiated learning programs in one or more subjects to secondary school students</li> <li>employs effective classroom management skills to maintain a safe, supportive and positive learning environment</li> <li>develops students' interests, abilities and coordination by way of creative activities</li> <li>guides discussions and supervises work in class</li> <li>prepares, administers and marks tests, projects and assignments to evaluate students' progress and records the results</li> </ul>	<p>241611 Teacher Librarian</p> <p>Builds and delivers library and information management services in schools, works collaboratively with teachers to select appropriate resources that support the curriculum, and teaches students to access and use quality information and recreational reading material. Registration or licensing is required.</p> <p>Librarians are excluded from this occupation. Librarians are included in Occupation 224612 Librarian.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>provides activities that focus on literature, the promotion of reading, and literacy development to meet the interests and needs of school students</li> <li>delivers programs on digital and information literacy that support curriculum knowledge, understanding and skills</li> <li>provides activities that promote inquiry-based learning, critical and creative thinking, digital literacy, and ethical understanding in curriculum areas</li> </ul>



## Existing

## Proposed

- | Existing | Proposed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Proposed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | <ul style="list-style-type: none"> <li>discusses individuals' progress with students and parents, and prepares written reports on a regular basis</li> <li>seeks advice from Student Counsellors and senior teachers</li> <li>participates in staff meetings, educational conferences and workshops</li> <li>liaises with parents, the community and business groups</li> <li>participates in extra-curricular activities such as sport, school concerts, excursions and special interest programs</li> </ul> | <ul style="list-style-type: none"> <li>provides physical and intellectual access to information and ideas, including library facilities, material resources and pedagogical programs and services (physical and digital) for school teachers and students</li> <li>manages schools' physical and digital learning spaces where reading, inquiry, research, critical thinking, imagination and creativity are central to learning and teaching</li> <li>resources the curriculum and leads services and programs that are developed collaboratively with school staff</li> <li>undertakes programming, collection development and outreach to support students across a full range of abilities, and welcomes diverse cultural, linguistic, religious and other unique groups into the school libraries</li> <li>liaises with other library groups in the broader community</li> </ul> |





## Proposed updates from Special Needs Teacher (Occupation 241511)

### Recommended updates

241511 Special Needs Teacher (existing)

1. Retire occupation and replace with one proposed occupation – 249411 Special Education Teacher

249411 Special Education Teacher (proposed)

2. Create occupation from 241511 Special Needs Teacher
3. Add principal title
4. Add lead statement
5. Assign skill level 1

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>241511 Special Needs Teacher</p> <p>Teaches academic and living skills to primary, middle or intermediate, and secondary school students with particular learning difficulties using various techniques, and promotes students' social, emotional, intellectual and physical development. Registration or licensing is required.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Behaviour Support Teacher</li> <li>• Remedial Teacher</li> <li>• Teacher of Gifted Students</li> </ul>	<p>249411 Special Education Teacher</p> <p>Teaches academic and living skills to early childhood, primary and secondary school students with particular learning difficulties using various techniques, and promotes students' social, emotional, intellectual and physical development. Registration or licensing is required.</p> <p>Teachers of the Deaf and Specialist Teachers (Vision Impairment) are excluded from this occupation. Teachers of the Deaf are included in Occupation 241512 Teacher of the Deaf. Specialist Teachers (Vision Impairment) are included in Occupation 241513 Specialist Teacher (Vision Impairment).</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• assesses students' abilities and limitations with regard to intellectual, sensory, physical, social and emotional disabilities, or specific problems of language and culture</li> <li>• develops and implements individualised learning, behaviour and wellbeing plans to maximise students' growth</li> <li>• teaches students with physical, social, intellectual, emotional and linguistic needs</li> <li>• enhances student engagement through enriched differentiated and individualised learning programs</li> <li>• administers various forms of assessment and interprets the results</li> <li>• prepares and maintains students' data, and records and submits reports as required</li> <li>• advises, instructs and counsels parents and teachers on the availability and use of special techniques and therapies that benefit students' growth</li> </ul>



## Proposed updates from Teacher of the Hearing Impaired (Occupation 241512)

### Recommended updates

241512 Teacher of the Hearing Impaired (existing)

1. Retain occupation
2. Update the principal title from Teacher of the Hearing Impaired to Teacher of the Deaf
3. Update the lead statement to better describe the role of ensuring equitable access to communication, learning and socialisation opportunities

All occupations include adding tasks.





## Details of the proposed update

### Existing

241512 Teacher of the Hearing Impaired

Teaches academic and living skills to hearing impaired students, and promotes students' social, emotional, intellectual and physical development. Registration or licensing is required.

Skill Level: 1

### Proposed

241512 Teacher of the Deaf

Teaches academic and living skills to deaf and hard of hearing students, and promotes students' social, emotional, intellectual and physical development. Supports students with equitable access to communication, learning and socialisation opportunities in a range of educational settings. Registration or licensing is required.

Skill Level: 1

Main Tasks:

- uses teaching strategies based on knowledge of the implications of hearing loss on students' physical, social, emotional and cognitive development to improve student learning
- develops teaching activities that incorporate reasonable adjustments based on individual language levels, spoken and signed language modes, communication systems and multimedia technology such as captions
- develops modifications to the curriculum and assessment needs to support the full participation of students who are deaf or hard of hearing and those with additional disabilities
- applies knowledge and understanding of the expanded core curriculum for students who are deaf or hard of hearing which may include managing personal audiological devices, and working with educational interpreters and note takers



## Proposed updates from Teacher of the Sight Impaired (Occupation 241513)

### Recommended updates

241513 Teacher of the Sight Impaired (existing)

1. Retain occupation
2. Update the principal title from Teacher of the Sight Impaired to Specialist Teacher (Vision Impairment)
3. Update the lead statement to include the role of specialist teachers as consultants to teachers, rather than providers of direct support to students

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>241513 Teacher of the Sight Impaired</p> <p>Teaches academic and living skills to sight impaired students, and promotes students' social, emotional, intellectual and physical development. Registration or licensing is required.</p> <p>Skill Level: 1</p>	<p>241513 Specialist Teacher (Vision Impairment)</p> <p>Promotes and supports equity, inclusion, learning and wellbeing of students who are blind or have low vision, deaf-blindness or multiple disability, by building teacher capacity and student strengths, and by promoting evidence-based practices across all aspects of the curriculum and learning environment. Registration or licensing is required.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• supports and promotes inclusion and equitable access, participation and engagement of vision impaired students in education and learning</li> <li>• works in a multi-disciplinary team with students, parents and carers, teachers, school learning and support staff, eye health and allied health professionals, and other stakeholders</li> <li>• supports teachers to develop learning plans and provides reasonable adjustments to the curriculum, teaching and learning strategies, assessment, educational materials, and the learning environment for vision impaired students</li> <li>• supports student acquisition of vision-specific skills including skills in compensatory access to information, communication and literacy, sensory efficiency, technology, orientation and mobility, independent living, social interaction, recreation and leisure, career education and self-determination</li> <li>• provides information and professional learning for school staff on evidence-based, best practices in education for students with blindness and low vision</li> <li>• supports school staff in interpreting assessments and recommendations for clinical and functional eye health, literacy and learning media, and optical and assistive technology for learning</li> <li>• facilitates the timely provision of textbooks and instructional materials in alternative formats including braille, large print and digital/audio</li> <li>• contributes to school documentation of vision impaired student information</li> </ul>





## Proposed updates from University Lecturer (Occupation 242111)

### Recommended updates

242111 University Lecturer (existing)

1. Retain occupation
2. Add alternative title – Senior Lecturer
3. Add specialisations – Associate Professor; Professor

All occupations include adding tasks.





## Details of the proposed update

### Existing

### Proposed

242111 University Lecturer

Lectures students and conducts tutorials in one or more subjects within a prescribed course of study at a university and conducts research in a particular field of knowledge.

Skill Level: 1

242111 University Lecturer

Alternative Title:

- Senior Lecturer

Lectures students and conducts tutorials in one or more subjects within a prescribed course of study at a university and conducts research in a particular field of knowledge.

Skill Level: 1

Main Tasks:

- prepares and delivers lectures
- prepares and marks essays, assignments and examinations
- advises students on academic and related matters
- attends departmental and faculty meetings, conferences and seminars
- supervises work programmes of postgraduate and honours students and tutorial staff
- participates in setting course and degree requirements, curriculum revision and academic planning
- serves on council, senate, faculty and other committees and professional boards
- conducts research and undertakes consultancies in a particular field of knowledge
- compiles bibliographies of specialised materials for reading assignments
- may conduct tutorials, seminars and laboratory sessions

Specialisations:

- Associate Professor
- Professor





## Proposed updates from University Tutor (Occupation 242112)

### Recommended updates

242112 University Tutor (existing)

1. Retain occupation
2. Add alternative titles – Academic Tutor; Teaching Associate
3. Add specialisation – Laboratory Demonstrator

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>242112 University Tutor</p> <p>Conducts tutorials in one or more subjects within a prescribed course of study at a university.</p> <p>Skill Level: 1</p> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>University Demonstrator</li> </ul>	<p>242112 University Tutor</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Academic Tutor</li> <li>Teaching Associate</li> </ul> <p>Conducts tutorials in one or more subjects within a prescribed course of study at a university.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>prepares and conducts tutorials, seminars and laboratory sessions</li> <li>marks essays, assignments and examinations</li> <li>advises students on academic and related matters</li> <li>attends departmental and faculty meetings, conferences and seminars</li> <li>serves on committees and professional boards</li> <li>conducts research in a particular field of knowledge</li> <li>stimulates and guides class discussions</li> <li>compiles bibliographies of specialised materials for reading assignments</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Laboratory Demonstrator</li> <li>University Demonstrator</li> </ul>



## Proposed updates from Vocational Education Teacher / Polytechnic Teacher (Occupation 242211)

### Recommended updates

242211 Vocational Education Teacher / Polytechnic Teacher (existing)

1. Retain occupation
2. Update principal title from Vocational Education Teacher / Polytechnic Teacher to Vocational Education Teacher
3. Add alternative titles – TAFE Lecturer; TAFE Teacher; Workplace Trainer and Assessor
4. Update lead statement to include Registered Training Organisation (RTO)
5. Update specialisations – remove TAFE Lecturer; TAFE Teacher; Workplace Trainer and Assessor and add Workplace Trainer (VET)

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>242211 Vocational Education Teacher / Polytechnic Teacher</p> <p>Teaches one or more subjects within a prescribed course of study at a technical and further education (TAFE) institute, polytechnic or other training institute to tertiary students for vocational education and training purposes. Registration or licensing may be required.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Adult Education Teacher</li> <li>• TAFE Lecturer</li> <li>• TAFE Teacher</li> <li>• Workplace Trainer and Assessor</li> </ul>	<p>242211 Vocational Education Teacher</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• TAFE Lecturer</li> <li>• TAFE Teacher</li> <li>• Workplace Trainer and Assessor</li> </ul> <p>Teaches one or more subjects within a prescribed course of study at a technical and further education (TAFE) institute, Registered Training Organisation (RTO) or other training institute to students for vocational education and training purposes. Registration or licensing may be required.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• identifies the various requirements of students and creates effective learning options to meet these needs</li> <li>• liaises with individuals, industry and education sectors to ensure provision of relevant programs and services</li> <li>• plans, designs and develops course curriculum and method of instruction</li> <li>• advises students on courses and related matters</li> <li>• teaches students using teaching aids including presentation of lesson materials, discussions, workshops, laboratory sessions, multimedia aids and computer tutorials</li> <li>• marks and grades students' assignments, papers and exams and provides feedback to students about their progress</li> <li>• maintains records of students' progress, attendance and training activities</li> <li>• consults with Education Managers, Librarians, Student Counsellors and other support staff</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Adult Education Teacher</li> <li>• Workplace Trainer (VET)</li> </ul>





## Proposed updates from Education Adviser (Occupation 249111)

### Recommended updates

249111 Education Adviser (existing)

1. Retain occupation
2. Add alternative title – Education Consultant
3. Update specialisations – remove Preschool Adviser and add Instructional Designer (Education), Learning Designer, Learning Technologist and Preschool Field Officer

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>249111 Education Adviser</p> <p>Conducts educational research and develops course curricula and associated teaching materials for use by educational institutions.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Curriculum Advisory Teacher</li> <li>• Education Officer</li> <li>• Home-School Liaison Officer</li> <li>• Preschool Adviser</li> </ul>	<p>249111 Education Adviser</p> <p>Conducts educational research and develops course curricula and associated teaching materials for use by educational institutions.</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Education Consultant</li> </ul> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• identifies and evaluates developments in education by conducting research into educational systems</li> <li>• prepares and delivers specialist learning materials, training programs and workshops that aim to address and resolve immediate educational concerns</li> <li>• works with teachers and educational administrators to determine areas of research focus</li> <li>• documents subjects and courses developed, evaluates new courses and reports on the effectiveness of current academic systems</li> <li>• devises strategies to improve educational quality and help implement new policies</li> <li>• serves as an adviser for teachers, parents, school administrators and other education professionals</li> <li>• may assist with training on the use of education programs, tools and technologies.</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Curriculum Advisory Teacher</li> <li>• Education Officer</li> <li>• Home-School Liaison Officer</li> <li>• Instructional Designer (Education)</li> <li>• Learning Designer</li> <li>• Learning Technologist</li> <li>• Preschool Field Officer</li> </ul>



## Proposed updates from Education Reviewer (Occupation 249112)

### Recommended updates

249112 Education Reviewer (existing)

1. Retain occupation
2. Update the lead statement to exclude 'middle or intermediate school'
3. Remove specialisation – School Inspector

All occupations include adding tasks.





## Details of the proposed update

### Existing

249112 Education Reviewer

Reviews and examines the work of teachers in classrooms and schools and observes the results of the application of curriculum programs in primary, middle or intermediate school, or secondary educational institutions.

Skill Level: 1

Specialisations:

- School Inspector

### Proposed

249112 Education Reviewer

Reviews and examines the work of teachers in classrooms and schools and observes the results of the application of curriculum programs in primary or secondary educational institutions.

Skill Level: 1

Main Tasks:

- visits schools and observes teachers in the classroom, noting pupil response, motivation and teaching techniques
- discusses programs, records and teachers with School Principals to record academic performance of schools, welfare of pupils and performance of individual teachers
- makes suggestions to government officials about improvements to educational facilities, equipment, buildings and staff to ensure continued standards of education





## Proposed updates from Art Teacher (Private Tuition) (Occupation 249211)

### Recommended updates

249211 Art Teacher (Private Tuition) (existing)

1. Retain occupation
2. Add alternative title – Art Tutor (Private Tuition)

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>249211 Art Teacher (Private Tuition)</p> <p>Teaches students in the practice and theory of art in private training establishments.</p> <p>Skill Level: 1</p>	<p>249211 Art Teacher (Private Tuition)</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Art Tutor (Private Tuition)</li> </ul> <p>Teaches students in the practice and theory of art in private training establishments.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• plans, prepares and delivers effective learning programs in art theory and practice</li> <li>• assesses students' learning, maintains students' records, and reports on students' performance to students, parents, and other stakeholders</li> <li>• undertakes regular professional learning in effective art teaching</li> <li>• prepares students for exhibitions and assessments</li> <li>• arranges visits and tours to professional exhibitions and performances</li> <li>• organises exhibitions or performances of students' work</li> </ul>



## Proposed updates from Dance Teacher (Private Tuition) (Occupation 249212)

### Recommended updates

249212 Dance Teacher (Private Tuition) (existing)

1. Retain occupation
2. Add alternative title – Dance Instructor (Private Tuition)
3. Remove specialisation – Ballet Teacher (Private Tuition)

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>249212 Dance Teacher (Private Tuition)</p> <p>Teaches students in the practice, theory and performance of dance in private training establishments.</p> <p>Skill Level: 1</p> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Ballet Teacher (Private Tuition)</li> </ul>	<p>249212 Dance Teacher (Private Tuition)</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Dance Instructor (Private Tuition)</li> </ul> <p>Teaches students in the practice, theory and performance of dance in private training establishments.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>plans programs of study in dance theory and practice for individual students and groups</li> <li>prepares and presents material on the theory of the dance</li> <li>instructs fundamental dance techniques and choreography to students in group or individual settings and selects music for dance recitals or concerts</li> <li>assigns exercises relative to students' training needs and talents</li> <li>assesses students and offers advice, criticism and encouragement</li> <li>revises curricula, course content, course materials and methods of instruction</li> <li>prepares students for examinations, performances and assessments</li> </ul>



## Proposed updates from Drama Teacher (Private Tuition) (Occupation 249213)

### Recommended updates

249213 Drama Teacher (Private Tuition) (existing)

1. Retain occupation
2. Update principal title from Drama Teacher (Private Tuition) to Speech and Drama Teacher (Private Tuition)
3. Update lead statement to include reference to 'speech'
4. Remove specialisation – Elocution Teacher

All occupations include adding tasks.





## Details of the Proposed Update

### Existing

249213 Drama Teacher (Private Tuition)

Teaches students in the practice, theory and performance of drama in private training establishments.

Skill Level: 1

Specialisation:

- Elocution Teacher

### Proposed

249213 Speech and Drama Teacher (Private Tuition)

Teaches students in the practice, theory and performance of speech and drama in private training establishments.

Skill Level: 1

Main Tasks:

- plans programs of study in the theory and practice of speech and drama for individual students and groups
- prepares and presents material within the area of voice and communication, drama, public speaking and presentation techniques
- instructs and demonstrates practical aspects of speech and drama
- assists students to improve listening and communication skills associated with public speaking through speech and drama
- assigns exercises relative to students' training needs and talents
- assesses students and offers advice, criticism and encouragement
- revises curricula, course content, course materials and methods of instruction
- prepares students for examinations, performances and assessments



## Proposed updates from Music Teacher (Private Tuition) (Occupation 249214)

### Recommended updates

249214 Music Teacher (Private Tuition)

1. Retain occupation
2. Remove specialisation – Singing Teacher (Private Tuition)

All occupations include adding tasks.





## Details of the proposed update

### Existing

249214 Music Teacher (Private Tuition)

Teaches students in the practice, theory and performance of music in private training establishments.

Skill Level: 1

Specialisation:

- Singing Teacher (Private Tuition)

### Proposed

249214 Music Teacher (Private Tuition)

Teaches students in the practice, theory and performance of music in private training establishments.

Skill Level: 1

Main Tasks:

- plans, prepares and delivers effective learning programs in singing, instrumental performance and music theory
- assesses students' learning, maintains students' records, and reports on students' performance to students, parents and other stakeholders
- undertakes regular professional learning in effective music teaching
- prepares students for musical performances, competitions and examinations.





## Proposed updates from Private Tutors and Teachers nec (Occupation 249299)

### Recommended updates

249299 Private Tutors and Teachers nec

1. Retain occupation but separate out one proposed Occupation – 249512 Academic Tutor

249215 Academic Tutor (proposed)

2. Create occupation from 249299 Private Tutors and Teachers nec
3. Add principal title – Academic Tutor
4. Add lead statement
5. Assign skill level 1

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>249299 Private Tutors and Teachers nec</p> <p>This occupation group covers Private Tutors and Teachers not elsewhere classified.</p> <p>Skill Level: 1</p> <p>Occupations in this group include:</p> <ul style="list-style-type: none"> <li>• Craft Teacher (Private Tuition)</li> <li>• Dressmaking Teacher (Private Tuition)</li> <li>• Language Tutor (Private Tuition)</li> <li>• Maths Tutor (Private Tuition)</li> </ul>	<p>249215 Academic Tutor</p> <p>Provides tuition to students in academic subjects and prepares students for formal assessment tasks.</p> <p>University Tutors are excluded from this occupation. University Tutors are included in Occupation 242112 University Tutor.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• assists students with homework, projects, exam preparation, research and other academic tasks</li> <li>• revises various curricula of one or more subject areas and plans programs of study for individual students and groups</li> <li>• prepares and presents learning material that explains the principles, conventions and theories of one or more subject areas</li> <li>• instructs and demonstrates practical aspects of one or more subject areas</li> <li>• prepares students for examinations and other formal assessments</li> <li>• customises learning to students' needs and strengths</li> <li>• assesses students and offers advice, criticism and encouragement</li> <li>• revises course content, materials and methods of instruction</li> <li>• undertakes regular professional learning in effective teaching of one or more subject areas.</li> </ul>



## Proposed updates from Teacher of English to Speakers of Other Languages (Occupation 249311)

### Recommended updates

249311 Teacher of English to Speakers of Other Languages (existing)

1. Retain occupation
2. Update lead statement to acknowledge that the teaching of English as an additional language takes place in a range of settings, rather than only in the context of a class group.

All occupations include adding tasks.





## Details of the proposed update

### Existing

249311 Teacher of English to Speakers of Other Languages

Alternative Title:

- English as a Second Language Teacher

Teaches classes in English to students whose first language is a language other than English.

Skill Level: 1

### Proposed

249311 Teacher of English to Speakers of Other Languages

Alternative Title:

- English as a Second Language Teacher

Teaches English to students whose first language is a language other than English.

Skill Level: 1

Main Tasks:

- assesses the needs of individual students in the context of English language acquisition
- teaches students in a range of settings either individually or in groups
- teaches students English language skills using a variety of methods including lecture and visual demonstration
- provides assistance and advice to other teachers teaching students for whom English is an additional language or dialect
- designs and produces teaching materials and adapts existing materials
- prepares course outlines and goals
- assigns lessons, corrects homework, and prepares and grades exams
- analyses, provides feedback and reports on student outcomes.



## Proposed updates from School Laboratory Technician (Occupation 311414)

### Recommended updates

311414 School Laboratory Technician (existing)

1. Retain occupation
2. Add alternative title – School Laboratory Manager
3. Update lead statement to better describe the roles and responsibilities of this occupation

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>311414 School Laboratory Technician</p> <p>Prepares experiments and demonstrations, makes up solutions, prepares slides, orders books and equipment, and tidies up laboratories in support of teaching chemistry, earth sciences, life sciences and physical sciences.</p> <p>Skill Level: 2</p>	<p>311414 School Laboratory Technician</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• School Laboratory Manager</li> </ul> <p>Provides the knowledge, skill and support necessary for practical science activities to be run in schools and ensures the safety of staff and students in science laboratories, with a focus on chemical and laboratory management. Registration or licencing is required.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• prepares, distributes and sets up samples and/or demonstrations, equipment and associated scientific materials for practical teaching laboratory use</li> <li>• assists science teaching staff with demonstrations, instruction of students on the use of equipment during science experiments, and the application of safety measures</li> <li>• maintains scientific teaching resources, classrooms, storerooms, preparation rooms and laboratories in a clean, safe, orderly and secure manner</li> <li>• operates laboratory equipment and performs routine operator maintenance and instrument calibrations as required in compliance with manufacturer specifications</li> <li>• maintains a safe laboratory waste storage and disposal system in accordance with departmental guidelines</li> <li>• works within a budget to ensure that laboratories have the correct equipment to carry out practicals</li> <li>• performs record keeping and stocktaking of equipment and materials within the science department</li> <li>• ensures Personal Protective Equipment (PPE) are in working order, communicates safety concerns to teachers, and writes Standard Operating Procedures for equipment and processes to ensure student and staff safety.</li> </ul>





## Proposed updates from Aboriginal and Torres Strait Islander Education Worker (Occupation 422111)

### Recommended updates

422111 Aboriginal and Torres Strait Islander Education Worker (existing)

1. Retain occupation
2. Update principal title from Aboriginal and Torres Strait Islander Education Worker to Aboriginal and Torres Strait Islander Education Officer
3. Add alternative titles – Aboriginal and Torres Strait Islander Community Education Counsellor, Aboriginal and Torres Strait Islander Community Education Officer, Indigenous Australian Education Officer
4. Update lead statement to better describe the roles and responsibilities of this occupation
5. Update skill level from 4 to 3
6. Update specialisations – remove Aboriginal Education Worker Coordinator and Aboriginal Home-School Liaison Officer and add Aboriginal and Torres Strait Islander Education Officer Coordinator

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>422111 Aboriginal and Torres Strait Islander Education Worker</p> <p>Assists Aboriginal and Torres Strait Islander students in their education, provides feedback to parents or guardians and teachers about students' progress, and liaises with educational bodies, government agencies and committees.</p> <p>Skill Level: 4</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Aboriginal Education Worker Coordinator</li> <li>Aboriginal Home-School Liaison Officer</li> </ul>	<p>422111 Aboriginal and Torres Strait Islander Education Officer</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Aboriginal and Torres Strait Islander Community Education Counsellor</li> <li>Aboriginal and Torres Strait Islander Community Education Officer</li> <li>Indigenous Australian Education Officer</li> </ul> <p>Assists Aboriginal and Torres Strait Islander students in their education and supports cultural awareness and community engagement. Provides feedback to parents or guardians and teachers about students' progress, and liaises with educational bodies, government agencies and committees.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>advises on cultural protocols on observing the cultural diversity of Aboriginal and Torres Strait Islander students</li> <li>assists Aboriginal and Torres Strait Islander students in all school activities, including excursions</li> <li>identifies and develops resources to support the learning outcomes of Aboriginal and Torres Strait Islander students</li> <li>coordinates the delivery of Aboriginal and Torres Strait Islander Languages and Cultures lessons</li> <li>acts as a liaison between the community and the school to develop education programs that are relevant to both educational and cultural needs</li> <li>assists in the development and implementation of personalised learning plans for Aboriginal and Torres Strait Islander students</li> <li>promotes Aboriginal and Torres Strait Islander celebrations within schools</li> <li>leads cultural group experiences with students</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Aboriginal and Torres Strait Islander Education Officer Coordinator</li> </ul>







## Proposed updates from Integration Aide (422112)

### Recommended updates

#### 422112 Integration Aide (existing)

1. Retain occupation
2. Update principal title from Integration Aide to Inclusion Support Assistant
3. Add alternative title – Integration Aide
4. Update lead statement to better describe the roles and responsibilities of this Occupation
5. Update skill level from 4 to 3

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>422112 Integration Aide</p> <p>Assists children with developmental disabilities in mainstream schools.</p> <p>Skill Level: 4</p>	<p>422112 Inclusion Support Assistant</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Integration Aide</li> </ul> <p>Assists and supports children with specific developmental needs, under the direction of teaching staff, to integrate with the class and develop their social, emotional, physical and cognitive skills. Registration or licencing is required.</p> <p>Teaching Assistants are excluded from this occupation. Teaching Assistants are included in Occupation 422116 Teaching Assistant.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• supports the inclusion of students with developmental needs into the class framework</li> <li>• supports teachers in the delivery of educational programs to students with developmental needs by adapting activities to meet their needs</li> <li>• supports teachers in the development of individualised or personalised plans that address specific learning and support needs of the student</li> <li>• monitors, records and evaluates students' learning and experience in class activities</li> <li>• provides feedback about students' difficulties and progress to the class teacher, and prepares progress reports as requested</li> <li>• builds and maintains relationships with students, parents and teaching staff</li> <li>• undertakes relevant administrative duties assigned by the class teacher to ensure a cohesive flow of information</li> </ul>



## Proposed updates from Teachers' Aide (Occupation 422116)

### Recommended updates

422116 Teachers' Aide (existing)

1. Retain occupation
2. Update principal title from Teachers' Aide to Teaching Assistant
3. Add alternative titles – Education Assistant, Education Support Officer, Learning Support Officer, Student Support Officer, Teacher Aide
4. Update lead statement to better describe the key role of student support
5. Update skill level from 4 to 3
6. Update specialisation – remove Teachers' Assistant

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>422116 Teachers' Aide</p> <p>Assists teaching staff in preparing teaching materials and with general classroom tasks.</p> <p>Skill Level: 4</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>School Services Officer</li> <li>Student Liaison Officer</li> <li>Teachers' Assistant</li> </ul>	<p>422116 Teaching Assistant</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Education Assistant</li> <li>Education Support Officer</li> <li>Learning Support Officer</li> <li>Student Support Officer</li> <li>Teacher Aide</li> </ul> <p>Works under the guidance of teachers and other education professionals to improve learning and wellbeing outcomes for students. Employed in primary and secondary schools, as well as in Schools for Specific Purposes and other education settings, to facilitate student learning and engagement. Registration or licencing is required.</p> <p>Inclusion Support Assistants are excluded from this occupation. Inclusion Support Assistants are included in Occupation 422112 Inclusion Support Assistant.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>facilitates student learning in the classroom under the direction of a teacher</li> <li>provides targeted support to individuals and groups of students</li> <li>cares for students' social, emotional, and physical needs</li> <li>promotes positive behaviour and wellbeing</li> <li>assists students to access the curriculum and participate fully in learning</li> <li>assists teachers and students with sporting activities and with school excursions</li> <li>supports students in participating in extra-curricular activities</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>School Services Officer</li> <li>Student Liaison Officer</li> </ul>



# Financial and insurance services

Follow links to:

- [Summary of consultation outcomes](#)

- Proposed updates from:

[149914 Financial Institution Branch Manager](#)

[222113 Insurance Broker](#)

[222211 Financial Market Dealer](#)

[222212 Futures Trader](#)

[222213 Stockbroking Dealer](#)

[222311 Financial Investment Adviser](#)

[222312 Financial Investment Manager](#)

[552111 Bank Worker](#)

[552211 Credit or Loans Officer \(Aus\) / Finance Clerk \(NZ\)](#)

[552312 Insurance Consultant](#)

[552313 Money Market Clerk](#)

[552314 Statistical Clerk](#)

[599311 Debt Collector](#)

[599612 Insurance Loss Adjuster](#)

[611211 Insurance Agent](#)

## About the focus area

The Financial and insurance services focus area broadly covers Banking, Financial Services and Insurance Professionals and Workers.

Occupations in this industry require specialised knowledge and skills to:

- arrange home loan mortgages, car and personal loans, debtor finance, refinancing and other types of finance for clients through banks, lenders, financiers, and insurance companies
- review, check, verify and issue documentation relating to onboarding clients, client information, transactions and client instructions
- analyse the value of companies, examines financial models and reviews financial research
- set financial objectives and develops and implements strategies for achieving the financial objectives
- provide customer service, identify customer needs and respond to customer inquiries on banking products, policies and services.



## Summary of consultation outcomes

### Financial and insurance services

Stakeholder feedback helped identify key areas for improving the occupations in-scope of the Financial and Insurances focus area and helped to shed light on emerging trends and occupations within the sector.

Industry bodies shared valuable perspectives, offering insights into the changing regulatory landscape, evolving job roles, and the need to address 'back office' and 'stepping-stone' positions. This knowledge proved instrumental in ensuring ANZSCO's relevance and responsiveness to the dynamic labour market.

Stakeholders' expertise was essential in refining the language used in ANZSCO to align with industry-specific requirements, especially in areas such as regulatory, registration and licensing and the provision of independent advice.

The collaborative efforts of stakeholders further assisted in the identification of emerging occupations and has provided a roadmap for future updates to continuously evolve ANZSCO and accurately represent the evolving job landscape.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

### Accepted stakeholder change requests:

- Replace the principal title for 222311 Financial Investment Advisers with Financial Advisers/Financial Planners to reflect the titles and requirements in industry practice and the Corporations Act 2001.
- Include emerging occupation Paraplanner. Alternative titles should include: Financial Advice Assistant, Financial Planning Assistant.
- Create visibility for back-office roles with the inclusion of proposed occupation Investment Administrator and include Settlements Officer as a specialisation.
- Retain Occupation 599311 Debt Collector as currently described.

### Postponed stakeholder change requests:

- Implement structure change for Unit Group 2223 Financial Investment Advisers and Managers to Financial Advisers/Financial Planners and Paraplanners. Postponed until all Skill Level 1 and 2 occupations have been reviewed as part of the classification structure review.
- Implement structural change for 222312 Financial Investment Managers and move to a different unit group or remove entirely as they do not fulfill the same role or provide the same services to consumers as Financial Advisers, Financial Planners and Paraplanners. Classification structure review will assess feasibility along with proposed occupation Capital Markets Specialist in the context of a possible dedicated unit group.



## Proposed updates from Financial Institution Branch Manager (Occupation 149914)

### Recommended updates

149914 Financial Institution Branch Manager (existing)

1. Retain occupation
2. Update principal title from Financial Institution Branch Manager to Financial Institution Manager

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>149914 Financial Institution Branch Manager</p> <p>Organises and controls the general operational activities of a branch of a bank, building society, credit union or similar financial institution.</p> <p>Skill Level: 2</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Bank Manager</li> <li>• Credit Union Manager</li> </ul>	<p>149914 Financial Institution Manager</p> <p>Organises and controls the general operational activities of a branch of a bank, building society, credit union or similar financial institution.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• develops and implements business plans, budgets, policies and procedures</li> <li>• oversees operational functions and provide solutions to operational issues</li> <li>• implements displays and promotes branch functions and business development</li> <li>• manages product offerings and client applications</li> <li>• deals with customer inquiries to provide quotes and advice, and handle complaints</li> <li>• ensures that funds balance at the close of business</li> <li>• oversees preparation of financial reporting and branch progress reports</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Bank Manager</li> <li>• Credit Union Manager</li> </ul>





## Proposed updates from Insurance Broker (Occupation 222113)

### Recommended updates

222113 Insurance Broker (existing)

1. Retain occupation
2. Update lead statement to better represent current labour market changes around the term 'independent' after the Royal Commission into Financial Services Industry

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>222113 Insurance Broker</p> <p>Operates as an independent agent to sell life, fire, accident, industrial or other forms of insurance for a range of insurance companies. Registration or licensing is required.</p> <p>Skill Level: 2</p>	<p>222113 Insurance Broker</p> <p>Provides advice on policies for life, fire, accident, health, industrial or other forms of insurance for a range of insurance companies. Registration or licensing is required.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• interviews prospective clients to explain insurance policy conditions, risks covered, premium rates and benefits, and to make recommendations on the amount and type of cover</li> <li>• determines the specific insurance requirements of clients and researches and reviews available insurance products for suitability to meet clients' requirements</li> <li>• arranges insurance for clients through insurance companies</li> <li>• identifies and advises on significant risk changes to clients' insurance</li> </ul>



## Proposed updates from Financial Market Dealer (Occupation 222211)

### Recommended updates

#### 222211 Financial Market Dealer (existing)

1. Retire occupation and replace with one proposed occupation – 222214 Financial Market Dealer

#### 222214 Financial Market Dealer (proposed)

2. Create occupation from 222211 Financial Market Dealer
3. Add principal title – Financial Market Dealer
4. Add lead statement
5. Assign skill level 1
6. Add specialisations – Derivatives Trader; Foreign Exchange Dealer; Futures Trader
7. Remove specialisations – Fixed Interest Dealer; Securities Dealer

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>222211 Financial Market Dealer</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Money Market Dealer</li> </ul> <p>Buys and sells securities within financial markets, and trades and distributes financial securities on behalf of financial institutions. Registration or licensing is required.</p> <p>Skill Level:</p> <ul style="list-style-type: none"> <li>• 1 Australia</li> <li>• 2 New Zealand</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Derivatives Trader</li> <li>• Fixed Interest Dealer</li> <li>• Foreign Exchange Dealer</li> <li>• Securities Dealer</li> </ul>	<p>222214 Financial Market Dealer</p> <p>Buys and sells financial instruments within financial markets, and trades and distributes financial instruments on behalf of financial institutions. Registration or licensing is required.</p> <p>Skill Level:</p> <ul style="list-style-type: none"> <li>• 1 Australia</li> <li>• 2 New Zealand</li> </ul> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• obtains information on securities, bonds, derivatives, market conditions, government regulations and financial circumstances of clients</li> <li>• interprets data from reports, financial periodicals and stock-quotation viewer screens</li> <li>• analyses financial markets and financial market products</li> <li>• executes investment orders by buying and selling securities, bonds, treasury bills, and other financial instruments for investors, fund managers or financial institutions</li> <li>• monitors futures prices and market changes, and bids for commodity futures contracts</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Derivatives Trader</li> <li>• Foreign Exchange Dealer</li> <li>• Futures Trader</li> </ul>



## Proposed updates from Futures Trader (Occupation 222212)

### Recommended updates

222212 Futures Trader (existing)

1. Retire occupation and merge residual





## Details of the proposed update

### Existing

222212 Futures Trader

Buys and sells commodity futures on behalf of clients. Registration or licensing is required.

Skill Level:

- 1 Australia
- 2 New Zealand

### Proposed – retire occupation and include as a specialisation in 222211 Financial Market Dealer

222211 Financial Market Dealer

Buys and sells financial instruments within financial markets, and trades and distributes financial instruments on behalf of financial institutions. Registration or licensing is required.

Skill Level:

- 1 Australia
- 2 New Zealand

Specialisations:

- Derivatives Trader
- Fixed Interest Dealer
- Foreign Exchange Dealer
- Futures Trader
- Securities Dealer



## Proposed updates from Stockbroking Dealer (Occupation 222213)

### Recommended updates

#### 222213 Stockbroking Dealer (existing)

1. Retire occupation and replace with two proposed occupations – 222214 Stockbroker; 222313 Capital Markets Specialist

#### 222214 Stockbroker (proposed)

2. Create occupation from 222213 Stockbroking Dealer
3. Add principal title – Stockbroker
4. Add alternative title – Sharebroker
5. Add lead statement
6. Assign skill level 1

#### 222313 Capital Markets Specialist (proposed)

7. Create occupation from 222213 Stockbroking Dealer
8. Add principal title – Capital Markets Specialist
9. Add lead statement
10. Assign skill level 1

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>222213 Stockbroking Dealer</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Sharebroker</li> <li>• Stockbroker</li> </ul> <p>Buys and sells stocks and bonds on behalf of clients. Registration or licencing is required.</p> <p>Skill Level:</p> <ul style="list-style-type: none"> <li>• 1 Australia</li> <li>• 2 New Zealand</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Trading Floor Operator (Stock Exchange)</li> </ul>	<p>222214 Stockbroker</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Sharebroker</li> </ul> <p>Buys and sell stocks and bonds on behalf of clients. Registration or licencing is required.</p> <p>Skill Level:</p> <ul style="list-style-type: none"> <li>• 1 Australia</li> <li>• 2 New Zealand</li> </ul> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• interprets data from securities reports, financial reports and stock-quotation viewer screens</li> <li>• monitors stock prices and market changes</li> <li>• provides information and trading advice to clients on equities and bonds</li> <li>• executes, records and transmits buy and sell orders on behalf of clients</li> <li>• relays trading information to clients such as market conditions, bid and cost prices, number of shares bought and sold</li> </ul>	<p>222215 Capital Markets Specialist</p> <p>Creates, reviews and implements strategies to raise capital for clients. Registration or licencing is required.</p> <p>Skill Level:</p> <ul style="list-style-type: none"> <li>• 1 Australia</li> <li>• 2 New Zealand</li> </ul> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• provides strategic advice to companies to raise capital through capital market events and debt advisory transactions</li> <li>• analyses the value of companies, examines financial models and reviews financial research</li> <li>• negotiates and structures deals for mergers and acquisitions</li> <li>• implements and executes strategies, and guides clients through initial public offerings, divestments, issuing and selling of securities and other events</li> </ul>







## Proposed updates from Financial Investment Adviser (Occupation 222311)

### Recommended updates

222311 Financial Investment Adviser (existing)

1. Retain occupation
2. Update principal title from Financial Investment Adviser to Financial Advisor
3. Update alternative title – add Financial Planner and remove Financial Planning Adviser
4. Update lead statement – include investment strategies, cash management, estate planning and wealth management and exclude tax implications, securities and pension plans

All occupations include adding tasks.





## Details of the proposed update

### Existing

222311 Financial Investment Adviser

Alternative Title:

- Financial Planning Adviser

Develops and implements financial plans for individuals or organisations, and advises on investment strategies and their taxation implications, securities, insurance, pension plans and real estate. Registration or licensing is required.

Skill Level:

- 1 Australia
- 2 New Zealand

### Proposed

222311 Financial Adviser

Alternative Title:

- Financial Planner

Develops, prepares and implements financial plans and investment strategies for individuals or organisations, and advises on investment strategies, cash management, insurance, retirement and estate planning, real estate and wealth management. Registration or licensing is required.

Skill Level:

- 1 Australia
- 2 New Zealand

Main Tasks:

- interviews prospective clients to determine financial status and objectives, discuss financial options and develop financial plans and investment strategies
- sets financial objectives, and develops and implements strategies for achieving the financial objectives
- monitors investment performance, and review and revise financial plans and investment strategies based on modified needs and changes in markets
- arranges to buy and sell financial products for clients
- may refer clients to other organisations to obtain services outlined in financial plans, such as welfare entitlements, superannuation and aged care arrangements



## Proposed updates from Financial Investment Manager (Occupation 222312)

### Recommended updates

222312 Financial Investment Manager (existing)

1. Retain occupation
2. Update principal title from Financial Investment Manager to Investment Manager
3. Add alternative titles – Fund Manager; Financial Asset Manager
4. Update lead statement – include ‘manages investment portfolios, funds and trusts’ and exclude ‘invests and manages sums of money and assets’

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>222312 Financial Investment Manager</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Portfolio Manager</li> </ul> <p>Invests and manages sums of money and assets on behalf of others over an agreed period of time, in order to generate income and profit. Registration or licensing is required.</p> <p>Skill Level:</p> <ul style="list-style-type: none"> <li>1 Australia</li> <li>2 New Zealand</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Superannuation Funds Manager</li> <li>Unit Trust Manager</li> </ul>	<p>222312 Investment Manager</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Portfolio Manager</li> <li>Fund Manager</li> <li>Financial Asset Manager</li> </ul> <p>Manages investment portfolios, funds and trusts on behalf of individuals, institutions or other entities, in order to generate returns, meet investment objectives and risk profiles over agreed periods of time. Registration or licensing is required.</p> <p>Skill Level:</p> <ul style="list-style-type: none"> <li>1 Australia</li> <li>2 New Zealand</li> </ul> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>develops and executes investment plans to achieve investment goals</li> <li>monitors investment performance, and adjusts strategies based on modified needs and market conditions</li> <li>conducts research and analysis to identify investment opportunities, makes investment decisions and manage associated risks</li> <li>manages funds raised from personal superannuation savings policies, unit trusts and other sources of funds</li> <li>assists in meeting superannuation compliance requirements, relevant laws, regulations and fund policies</li> <li>provides reporting on investment performance, financial, accounting and budgeting information</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Superannuation Funds Manager</li> <li>Unit Trust Manager</li> </ul>



## Proposed updates from Bank Worker (Occupation 552111)

### Recommended updates

#### 552111 Bank Worker (existing)

1. Retain occupation
2. Update principal title from Bank Worker to Bank Officer
3. Update lead statement to reflect the span of duties performed by the occupation
4. Add specialisations – Bank Teller; Personal Banker

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>552111 Bank Worker</p> <p>Receives deposits and pays out money in a financial or commercial institution, keeps records of transactions, issues receipts and cashes cheques.</p> <p>Skill Level: 3</p>	<p>552111 Bank Officer</p> <p>Performs a range of duties for a bank, building society, credit union or other financial institution in person, over the phone or online, including customer service, cash reconciliations, loans and other services.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• identifies customer needs and responds to customer inquiries on banking products, policies and services</li> <li>• assists customers with opening and closing accounts, updating account information, preparing documentation and online banking</li> <li>• ensure customers forms are filled in correctly, and check customer identification documents</li> <li>• verifies records and receipts, reconciles cash balances and identifies unusual transactions and behaviour</li> <li>• processes applications and payments of loan and mortgages, credit cards, term deposits, saving accounts, international money transfers</li> <li>• explains and promotes bank services and products to customers and refers them to appropriate financial services</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Bank Teller</li> <li>• Personal Banker</li> </ul>



## Proposed updates from Credit or Loans Officer (Aus) / Finance Clerk (NZ) (Occupation 552211)

### Recommended updates

552211 Credit or Loans Officer (Aus) / Finance Clerk (NZ) (existing)

1. Retain occupation
2. Add alternative title – Credit Analyst

All occupations include adding tasks.





## Details of the proposed update

### Existing

552211 Credit or Loans Officer (Aus) / Finance Clerk (NZ)

#### Alternative Titles:

- Lending Consultant
- Loans Consultant
- Loans Officer

Analyses, evaluates and processes credit and loan applications. May work in a call centre.

Skill Level: 3

### Proposed

552211 Credit or Loans Officer (Aus) / Finance Clerk (NZ)

#### Alternative Titles:

- Credit Analyst
- Lending Consultant
- Loans Consultant
- Loans Officer

Analyses, evaluates and processes credit and loan applications. May work in a call centre.

Skill Level: 3

#### Main Tasks:

- analyses information about customers and examines references, credit ratings, investment risks, pay slips and other information against predetermined policy standards
- contacts financial and credit institutions to obtain information about customers
- prepares papers setting out conditions of credit and loans, rates of repayments and loan periods, and provides information about customers' standing to financial and credit institutions
- authorises the approval of credit and loan applications and recommends credit and loan conditions and limits
- keeps records of payments and prepares routine letters requesting payment for overdue accounts and forwards these for legal action
- answers inquiries concerning credit standing of customers, loan balances and penalties
- may recommend, approve and arrange mortgages





## Proposed updates from Insurance Consultant (Occupation 552312)

### Recommended updates

552312 Insurance Consultant (existing)

1. Retain occupation
2. Add alternative title – Claims Consultant
3. Remove specialisations – Health Insurance Assessor; Superannuation Clerk

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>552312 Insurance Consultant</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Insurance Clerk</li> </ul> <p>Prepares and checks documentation associated with insurance. May work in a call centre.</p> <p>Skill Level: 4</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Health Insurance Assessor</li> <li>Superannuation Clerk</li> </ul>	<p>552312 Insurance Consultant</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Claims Consultant</li> <li>Insurance Clerk</li> </ul> <p>Prepares and checks documentation associated with a variety of insurance products. May work in a call centre.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>assists customers to make informed decisions by explaining the features and benefits of various insurance products</li> <li>processes insurance applications, adjustments to insurance cover, standard endorsements and insurance claims</li> <li>liaises with key internal and external stakeholders in obtaining necessary information relating to insurance variations</li> </ul>



## Proposed updates from Money Market Clerk (Occupation 552313)

### Recommended updates

#### 552313 Money Market Clerk (existing)

1. Retire occupation and replace with two proposed occupations – 552315 Investment Administrator; 552316 Paraplanner

#### 552315 Investment Administrator (proposed)

2. Create occupation from 552313 Money Market Clerk
3. Add principal title – Investment Administrator
4. Add alternative titles – Investment Operations Analyst; Investment Portfolio Administrator
5. Add lead statement
6. Assign skill level 2
7. Add specialisations – Fund Administrator; Settlements Officer (Financial)

#### 552316 Paraplanner (proposed)

8. Create occupation from 552313 Money Market Clerk
9. Add principal title – Paraplanner
10. Add alternative titles – Financial Adviser Assistant; Financial Planning Assistant
11. Add lead statement
12. Assign skill level 2

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>552313 Money Market Clerk</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Scrip Clerk (Stockbroking)</li> <li>• Securities Clerk</li> </ul> <p>Processes documentation and maintains records of securities and transactions and registrations.</p> <p>Skill Level: 4</p>	<p>552315 Investment Administrator</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Investment Operations Analyst</li> <li>• Investment Portfolio Administrator</li> </ul> <p>Processes and analyses documentation and maintains records of client accounts, investments, securities, transactions and registrations.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• reviews, checks, verifies and issues documentation relating to onboarding clients, client information, transactions and client instructions</li> <li>• uses various operating and database systems to input, assess, reconcile, manipulate and output information</li> <li>• processes, calculates and allocates commissions, distributions, dividends, rebates and other financial transactions</li> <li>• investigates and responds to client and adviser queries</li> <li>• may complete asset transfers, bookings, corporate actions, portfolio reconciliations, client reporting and settlements</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Fund Administrator</li> <li>• Settlements Officer (Financial)</li> </ul>	<p>552316 Paraplanner</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Financial Adviser Assistant</li> <li>• Financial Planning Assistant</li> </ul> <p>Provides administrative and client services assistance and performs financial planning and analysis for financial advisers and planners.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• assists with financial advice strategy development and the preparation of legally compliant advice documents</li> <li>• uses financial planning software programs and maintains client records</li> <li>• researches, compares, sources quotes and selects appropriate financial products</li> <li>• may develop financial projections and modelling of client circumstances</li> <li>• may coordinate and take notes in client meetings, and respond to client queries</li> </ul>



## Proposed updates from Statistical Clerk (Occupation 552314)

### Recommended updates

552314 Statistical Clerk (existing)

1. Retire occupation and merge residual with 599999 Clerical and Administrative Workers nec

All occupations include adding tasks.





## Details of the proposed update

### Existing

### Proposed

552314 Statistical Clerk

Retired

Compiles data and undertakes statistical and actuarial computations.

Skill Level: 4

Specialisation:

- Actuarial Clerk



## Proposed updates from Debt Collector (Occupation 599311)

### Recommended updates

599311 Debt Collector (existing)

1. Retain occupation
2. Remove alternative title – Mercantile Agent
3. Remove specialisations – Collection Agent; Collection Officer; Repossession Agent
4. Add specialisation – Collections Officer

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>599311 Debt Collector</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Debt Recovery Officer</li> <li>Mercantile Agent</li> </ul> <p>Collects consumer, commercial, insurance and other forms of debt for clients, makes arrangements to settle overdue accounts, formalises payment arrangements and follow up until accounts are fully paid. Registration or licensing may be required.</p> <p>Skill Level: 4</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Collection Agent</li> <li>Collection Officer</li> <li>Repossession Agent</li> </ul>	<p>599311 Debt Collector</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Debt Recovery Officer</li> </ul> <p>Collects consumer, commercial, insurance and other forms of debt for clients, makes arrangements to settle overdue accounts, formalises payment arrangements and follow up until accounts are fully paid. Registration or licensing may be required.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>liaises with clients, credit staff, accounts receivable departments, process servers, private investigators, barristers, solicitors, trustees, liquidators and other insolvency professionals to find solutions to payment problems</li> <li>identifies, locates and notifies debtors of overdue accounts in writing, by telephone and in person, and arranges for payments to be made</li> <li>traces addresses of debtors who have moved</li> <li>arranges new repayment plans for debtors having difficulties making existing repayments, including identifying and assisting customers experiencing financial hardship</li> <li>refers debtors' disputes to creditors</li> <li>issues instructions for the commencement of legal action and enforcement to recover money</li> <li>arranges for money and goods collected to be transferred to creditors and prepares statements of account for creditors</li> <li>records amounts collected and notes any further action required, including identifying and reporting suspicious matters under legislation</li> <li>maintains accurate and compliant records for overdue accounts under collection, ensuring all relevant debtor information is obtained, verified and updated</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Collections Officer</li> </ul>





## Proposed updates from Insurance Loss Adjuster (Occupation 599612)

### Recommended updates

599612 Insurance Loss Adjuster (existing)

1. Retain occupation
2. Add alternative title – Insurance Assessor

All occupations include adding tasks.





## Details of the proposed update

### Existing

599612 Insurance Loss Adjuster

Alternative Titles:

- Insurance Loss Assessor

Inspects and assesses the damage and loss to insured property and business, estimates insurance costs, and acts to minimise the cost of claims to an insurance company.

Skill Level: 3

### Proposed

599612 Insurance Loss Adjuster

Alternative Titles:

- Insurance Assessor
- Insurance Loss Assessor

Inspects and assesses the damage and loss to insured property and business, estimates insurance costs, and acts to minimise the cost of claims to an insurance company.

Skill Level: 3

Main Tasks:

- examines scenes of accidents resulting in insurance claims to determine causes and effects
- interviews witnesses and claimants to obtain details required to assess the validity of claims and identify the parties responsible for accidents, damage and loss, and prepare statements and reports
- inspects damaged buildings, equipment and motor vehicles and estimates the cost of repairs
- estimates business losses resulting from fire, theft and other business disruptions
- reports the extent of damage and estimated costs to the insurer



## Proposed updates from Insurance Agent (Occupation 611211)

### Recommended updates

611211 Insurance Agent (existing)

1. Retain occupation
2. Remove specialisation – Life Assurance Representative

All occupations include adding tasks.





## Details of the proposed update

### Existing

611211 Insurance Agent

Represents insurance companies in selling insurance to clients. Registration or licensing is required.

Skill Level:

- 3 Australia
- 2 New Zealand

Specialisations:

- Insurance Underwriter
- Life Assurance Representative

### Proposed

611211 Insurance Agent

Represents insurance companies in selling insurance to clients. Registration or licensing is required.

Skill Level:

- 3 Australia
- 2 New Zealand

Main Tasks:

- interviews clients to identify their insurance needs
- explains to clients details of insurance and conditions, risk coverage, premiums and benefits
- assists clients to determine the type and level of coverage required
- reviews client's circumstances to ensure that the level and coverage of insurance is still appropriate
- sets and monitors insurance claims to ensure that both client and insurer are satisfied with the outcome
- records information about clients and their policies
- keeps up to date with changes in the insurance industry and informs clients of new developments

Specialisations:

- Insurance Underwriter

# Library and other information services

Follow links to:

- [Summary of consultation outcomes](#)
- Proposed updates from:
  - [224211 Archivist](#)
  - [224212 Gallery or Museum Curator](#)
  - [224214 Records Manager](#)
  - [224611 Librarian](#)
  - [234911 Conservator](#)
  - [272411 Historian](#)
  - [272412 Interpreter](#)
  - [272413 Translator](#)
  - [272499 Social Professionals nec](#)
  - [399312 Library Technician](#)
  - [451411 Gallery or Museum Guide](#)
  - [599711 Library Assistant](#)

## About the focus area

The Library and Other Information Services focus area broadly covers the Library, Archive, Gallery, Museum, Interpreter and Translator industries. Occupations in these industries require specialised knowledge and skills to:

- develop, maintain, implement and deliver systems for keeping, updating, accessing and preserving records, files, information, historical documents and artefacts
- develop, organise and manage library services such as collections of information, recreational resources and reader information services
- plan and organise the conservation of materials and objects in libraries, archives, museums, art galleries and other institutions
- research and study human behaviour, society and institutions from current and historical perspectives, and verbally render spoken statements, and transcribe text and recorded spoken material from one language into another
- prepare artworks, specimens and artefacts for collections, arrange and construct gallery exhibits
- direct and guide visitors in galleries and museums
- issue, receive and shelve library items and maintain associated records.



## Summary of consultation outcomes

### Library and other related services

Enthusiastic participation from various industry representatives and experts enriched the review of occupations in scope of the Library and Other Related Services focus area. These stakeholders brought valuable expertise and insights, offering suggestions for the introduction of new occupations, revisions to existing skill levels, and the addition of relevant specialisations. Their collective goal was to elevate the professionalism, status, and recognition of the occupations within the focus area.

Among the areas where stakeholders demonstrated differing opinions were the occupations of Interpreter and Translator. Some industry experts advocated for retaining skill level 1 for these roles whilst others recommended elevating them to skill level 2. Further recommendations emphasised the need for a statement highlighting the requirement of Certification to work as an Interpreter or Translator. However, this view was not universally supported with additional feedback indicating that whilst a government requirement, Certification was not commonly sought by employers.

The robust discussions and varying perspectives from stakeholders underscored the complexities and nuances within the focus area. Feedback was carefully considered to ensure that the proposed updates accurately reflect the industry and cater to the aspirations of the professionals within these occupations.

The proposed updates aim to strike a balance between meeting regulatory requirements and aligning with industry expectations, ultimately ensuring that the classification system remains relevant and responsive to the evolving landscape of the workforce.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

### Accepted stakeholder change requests:

- Add specialisations Digital Archivist, Media Archivist and School Archivist and remove the specialisations Parliamentary Archivist and Legal Archivist for 224211 Archivist.
- Update lead statement for 224214 Records Manager.
- Update lead statement and add specialisations: Children's and Youth Services Librarian, Health Librarian, Legal Librarian, Reference and Research Librarian; and Systems Librarian for 224611 Librarian. Combine Cataloguer and Bibliographer specialisations to create Metadata Librarian.
- Update lead statement for 234911 Conservator.
- Remove specialisations Art Historian, Cultural Historian, Economic Historian and Geographical Historian and replace with Professional Historian and Academic Historian for 272411 Historian.
- Update the skill level, lead statement and add a specialisation for 272412 Interpreter.
- Update the skill level and lead statement for 272413 Translator.
- Update the lead statement for 399312 Library Technician.
- Update the lead statement and add Library Officer as an alternative title for 599711 Library Assistant.



## Proposed updates from Archivist (Occupation 224211)

### Recommended updates

224211 Archivist (existing)

1. Retain occupation
2. Remove specialisations – Film Archivist; Legal Archivist; Manuscripts Archivist; Parliamentary Archivist
3. Add specialisations – Digital Archivist; Media Archivist; School Archivist

All occupations include adding tasks.





## Details of the proposed update

### Existing

224211 Archivist

Analyses and documents records, and plans and organises systems and procedures for the safekeeping of records and historically valuable documents.

Skill Level: 1

Specialisations:

- Film Archivist
- Legal Archivist
- Manuscripts Archivist
- Parliamentary Archivist

### Proposed

224211 Archivist

Analyses and documents records and plans and organises systems and procedures for the safekeeping of records and historically valuable documents.

Skill Level: 1

Main Tasks:

- evaluates and preserves documents for administrative, historical, technical change management, legal, evidential and other purposes
- examines items and arranges examinations to determine condition and authenticity
- develops archival systems, indexes, guides and procedures for archival research and for the retention and destruction of records
- develops, maintains and implements archive policies and procedures
- identifies, organises and prioritises the digitisation of documents

Specialisations:

- Digital Archivist
- Media Archivist
- School Archivist





## Proposed updates from Gallery or Museum Curator (Occupation 224212)

### Recommended updates

224212 Gallery or Museum Curator (existing)

1. Retain occupation
2. Add alternative title – Art Curator

All occupations include adding tasks.





## Details of the proposed update

### Existing

224212 Gallery or Museum Curator

Plans and organises a gallery or museum collection by drafting collection policies and arranging acquisitions of pieces.

Skill Level: 1

### Proposed

224212 Gallery or Museum Curator

Alternative Title:

- Art Curator

Plans and organises a gallery or museum collection by drafting collection policies and arranging acquisitions of pieces.

Skill Level: 1

Main Tasks:

- plans and organises the acquisition of historical materials, objects, artworks, scientific materials and other forms of cultural materials including Aboriginal and Torres Strait Islander materials
- plans the presentation and installation of artwork, and arranges the layout and lighting of historical, scientific or art displays
- maintains records and catalogues acquisitions
- ensures the overall care and preservation of collections
- researches, compiles and prepares written information about catalogues
- plans, organises, interprets and presents exhibitions and lectures
- collaborates with other institutions and negotiates the loan of items
- may write grant applications for funding



## Proposed updates from Records Manager (Occupation 224214)

### Recommended updates

224214 Records Manager (existing)

1. Retain occupation
2. Add alternative title – Information Management Officer
3. Update lead statement to reflect the contemporary occupation

All occupations include adding tasks.





## Details of the proposed update

### Existing

224214 Records Manager

Designs, implements and administers record systems and related information services, to support efficient access, movement, updating, storage, retention and disposal of files and other organisational records.

Skill Level: 1

Specialisations:

- Configuration Management Technician
- Freedom of Information Officer

### Proposed

224214 Records Manager

Alternative Title:

- Information Management Officer

Designs, implements and administers information governance structures and systems ensuring the creation, accessibility, location, storage, retention and disposal of authoritative information assets.

Skill Level: 1

Main Tasks:

- controls access to confidential information, and recommends codes of practice and procedures for accessing records
- manages organisations' central record and information management systems
- analyses the record-keeping needs of organisations, and translates these needs into record management systems
- maintains computerised and other record management systems and record forms and advises on their usage
- develops record cataloguing, coding and classification systems and monitors their use
- develops and implements information and records management policies and procedures

Specialisations:

- Configuration Management Technician
- Freedom of Information Officer



## Proposed updates from Librarian (Occupation 224611)

### Recommended updates

#### 224611 Librarian (existing)

1. Retire occupation and replace with two proposed occupations – 224612 Librarian; 224613 Library Services Manager

#### 224612 Librarian (proposed)

2. Create occupation from 224611 Librarian
3. Add principal title
4. Add lead statement
5. Assign skill level 1
6. Add specialisations – Children’s and Youth Services Librarian; Health Librarian; Legal Librarian; Metadata Librarian; Reference and Research Librarian; Systems Librarian

#### 224613 Library Services Manager (proposed)

7. Create occupation from 224611 Librarian
8. Add principal title
9. Add lead statement
10. Assign skill level 1

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>224611 Librarian</p> <p>Develops, organises and manages library services such as collections of information, recreational resources and reader information services. Registration or licensing may be required.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Acquisitions Librarian</li> <li>• Audiovisual Librarian</li> <li>• Bibliographer</li> <li>• Cataloguer</li> <li>• Children's Librarian</li> <li>• Corporate Librarian</li> <li>• Legal Librarian</li> <li>• Multicultural Services Librarian</li> <li>• Parliamentary Librarian</li> </ul>	<p>224612 Librarian</p> <p>Delivers quality information services for the benefit of users by using unique technical skills to develop, acquire, organise, manage and preserve information resources, and to research, design and deliver customised services in a networked environment. Registration or licensing may be required.</p> <p>Teacher Librarians are excluded from this occupation. Teacher Librarians are included in Occupation 241611 Teacher Librarian.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• examines publications and materials, interviews publishers' representatives, and consults with others to select library materials</li> <li>• provides assistance to clients in accessing library resources and undertakes information research activities on behalf of clients</li> <li>• manages library systems for recording and organising library holdings, acquisitions and purchases, and reader registrations and loan transactions</li> <li>• supervises indexing, filing and retrieval activities</li> </ul>	<p>224613 Library Services Manager</p> <p>Plans, organises, directs, controls and evaluates the operations of a library or library system. Registration or licensing may be required.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• ensures effective planning for the provision of high quality library services within identified priorities and community needs</li> <li>• leads, directs and coordinates staff and the allocation of resources</li> <li>• manages risk, budget, resources and facilities, and continuously improves the cost effective and efficient provision of library services</li> <li>• directs the investigation, evaluation and implementation of new and alternative methods of service delivery</li> </ul>



Existing	Proposed	
<ul style="list-style-type: none"> <li>Reference Librarian</li> <li>Special Librarian</li> <li>Special Needs Librarian</li> </ul>	<ul style="list-style-type: none"> <li>manages inter-library loan systems and information networks</li> <li>selects, orders, classifies and catalogues library and information resources</li> <li>monitors collection development and culling programs</li> <li>sources, manages and preserves information resources and collections throughout their lifecycle including digital preservation</li> <li>designs, directs and delivers customised library services, programs and products that are responsive to community needs</li> <li>develops and delivers information literacy education for users</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Children's and Youth Services Librarian</li> <li>Health Librarian</li> <li>Legal Librarian</li> <li>Metadata Librarian</li> <li>Reference and Research Librarian</li> <li>Systems Librarian</li> </ul>	<ul style="list-style-type: none"> <li>manages, develops and evaluates print, audio visual and electronic collections to ensure that they meet community needs</li> <li>oversees the selection, training and performance of staff</li> <li>develops strategic plans, policies, prepares budget submissions and briefings</li> </ul>



## Proposed updates from Conservator (Occupation 234911)

### Recommended updates

234911 Conservator (existing)

1. Retain occupation
2. Update lead statement to better describe the role of the occupation

All occupations include adding tasks.







## Details of the proposed update

### Existing

234911 Conservator

Plans and organises the conservation of materials and objects in libraries, archives, museums, art galleries and other institutions.

Skill Level: 1

Specialisation:

- Art Conservator

### Proposed

234911 Conservator

Investigates, documents, treats, and prevents damage to material culture to facilitate access for people to whom they hold significance.

Skill Level: 1

Main Tasks:

- examines and documents objects including condition surveys and reports
- recommends appropriate materials and environments for storage, display and other contexts
- researches, tests and applies treatments to stabilise, clean, repair, restore or activate objects
- assesses and manages physical risks to cultural heritage objects and collections
- analyses, monitors, and manages storage, display and transport

Specialisation:

- Art Conservator



## Proposed updates from Historian (Occupation 272411)

### Recommended updates

272411 Historian (existing)

1. Retain occupation
2. Update lead statement to better describe the role of the occupation
3. Update specialisations – remove Art Historian; Cultural Historian; Economic Historian; Geographical Historian and add Academic Historian; Professional Historian

All occupations include adding tasks.





## Details of the proposed update

### Existing

272411 Historian

Researches the history of human activity and prepares accounts of findings.

Skill Level: 1

Specialisations:

- Art Historian
- Cultural Historian
- Economic Historian
- Geographical Historian

### Proposed

272411 Historian

Researches, collects and analyses information about the history of human activity, events, cultures and eras and prepares accounts of findings.

Skill Level: 1

Main Tasks:

- assembles historical data by consulting sources of information such as historical indexes and catalogues, archives, court records, diaries, newspaper files and other materials
- organises, authenticates, evaluates and interprets historical, political, sociological, anthropological and linguistic data
- undertakes historical and cultural research into human activity, and prepares and presents research findings
- writes articles to be published in academic publications such as journals
- analyses and interprets historical information to determine its authenticity

Specialisations:

- Professional Historian
- Academic Historian



## Proposed updates from Interpreter (Occupation 272412)

### Recommended updates

#### 272412 Interpreter (existing)

1. Retain occupation and review elements
2. Update lead statement to include the physical, visual, or aural elements of interpretation
3. Update skill level from 1 to 2
4. Add specialisation – AUSLAN Interpreter

All occupations include adding tasks.





## Details of the proposed update

### Existing

272412 Interpreter

Transfers a spoken or signed language into another spoken or signed language, usually within a limited time frame in the presence of the participants requiring the translation.

Skill Level: 1

Specialisations:

- Kai Whakaruruhau (Advisor) (NZ)

### Proposed

272412 Interpreter

Transfers a spoken or signed language into another spoken or signed language, usually within a limited time frame in the physical, visual, or aural presence of the participants requiring the transfer. Registration or licensing may be required.

Translators are excluded from this occupation. Translators are included in Occupation 272413 Translator.

Skill Level: 2

Main Tasks:

- prepares for assignments by confirming terminology and undertaking domain specific research to comprehend the subject matter
- provides simultaneous and consecutive verbal or signed renditions of speeches into another language
- renders the meaning and feeling of what is said and signed into another language in the appropriate register and style
- transfers a written message and its intent from one language into a spoken message in another language

Specialisation:

- AUSLAN Interpreter



## Proposed updates from Translator (Occupation 272413)

### Recommended updates

272413 Translator (existing)

1. Retain occupation
2. Update lead statement to replace 'translation' with 'transfer'
3. Update skill level from 1 to 2

All occupations include adding tasks.





## Details of the proposed update

### Existing

272413 Translator

Transfers a source text from one language into another, usually within an extended time frame to allow for corrections and modifications without the presence of the participants requiring the translation.

Skill Level: 1

### Proposed

272413 Translator

Transfers a source text from one language into another, usually within an extended time frame to allow for corrections and modifications without the presence of the participants requiring the transfer. Registration or licensing may be required.

Interpreters are excluded from this occupation. Interpreters are included in Occupation 272412 Interpreter.

Skill Level: 2

Main Tasks:

- studies original texts and transcripts of recorded spoken material to comprehend the subject matter
- accurately renders the meaning and feeling of written material from one language into another using the appropriate register and style
- edits computer-translated text and uses online translation and computer-assisted translation tools
- creates Translation Memories for use in computer-assisted translation tools
- edits, proofreads and localises texts with a multilingual perspective



## Proposed updates from Social Professionals nec (Occupation 272499)

### Recommended updates

272499 Social Professionals nec (existing)

1. Retain occupation but separate out one proposed occupation –272415 Heritage Consultant

272415 Heritage Consultant (proposed)

2. Create occupation from 272499 Social Professionals nec
3. Add principal title – Heritage Consultant
4. Add alternative titles – Heritage Advisor; Cultural Heritage Officer
5. Add lead statement
6. Assign skill level 1

All occupations include adding tasks.







## Details of the proposed update

Existing	Proposed
<p>27299 Social Professionals nec</p> <p>This occupation group covers Social Professionals not elsewhere classified.</p> <p>Skill Level: 1</p> <p>Occupations in this group include:</p> <ul style="list-style-type: none"> <li>• Anthropologist</li> <li>• Criminologist</li> <li>• Geographer</li> <li>• Heritage Consultant</li> <li>• Linguist</li> <li>• Parole Board Member</li> <li>• Political Scientist</li> <li>• Sociologist</li> <li>• Transport Analyst</li> </ul>	<p>272415 Heritage Consultant</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Heritage Advisor</li> <li>• Cultural Heritage Officer</li> </ul> <p>Provides advice and guidance on the conservation and management of heritage sites such as historical buildings, landscapes and cultural sites. Heritage Consultants may require 'cultural authority'.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• researches and identifies heritage sites and buildings</li> <li>• plans, assesses and manages cultural agreements regarding heritage affairs</li> <li>• evaluates the potential impacts that proposed and planned developments may have on heritage locations and places of cultural significance, and provides recommendations for consideration</li> <li>• liaises with key stakeholders including clients, governments and Traditional Owners</li> <li>• formulates strategies to manage heritage aspects on construction or development sites</li> <li>• prepares and writes heritage impact statements</li> </ul>



## Proposed updates from Library Technician (Occupation 399312)

### Recommended updates

399312 Library Technician (existing)

1. Retain occupation
2. Update lead statement to better describe the role of the occupation

All occupations include adding tasks.





## Details of the proposed update

### Existing

399312 Library Technician

Assists Librarians and other information managers in organising and operating systems for handling recorded material and files.

Skill Level: 2

### Proposed

399312 Library Technician

Assists Librarians and other information managers in operational and technical aspects of library work. Provides access to information resources, delivers information and research services, maintains library resources and systems, and delivers customised services to users.

Skill Level: 2

#### Main Tasks:

- provides access to library resources, records and systems through data management, cataloguing and classification
- maintains library and information sources throughout their lifecycle
- searches library and information databases to assist customers with reference and research enquiries in the physical and virtual environment
- operates library digital technologies and platforms
- arranges interlibrary loans
- develops, promotes and presents programs including displays and library tours



## Proposed updates from Gallery or Museum Guide (Occupation 451411)

### Recommended updates

451411 Gallery or Museum Guide (existing)

1. Retain occupation
2. Add alternative titles – Gallery or Museum Assistant; Visitor Services Officer

All occupations include adding tasks.





## Details of the proposed update

### Existing

451411 Gallery or Museum Guide

Alternative Title:

- Gallery or Museum Attendant

Answers inquiries and directs and guides visitors in a gallery or museum.

Skill Level: 4

### Proposed

451411 Gallery or Museum Guide

Alternative Titles:

- Gallery or Museum Assistant
- Gallery or Museum Attendant
- Visitor Services Officer

Answers inquiries and directs and guides visitors in a gallery or museum.

Skill Level: 4

Main Tasks:

- meets and greets visitors, and provides general information about gallery or museum policies and programs
- controls visitors' access to exhibits and monitors entrances, exits, stairwells, and other public areas
- ensures safety of collections
- maintains records of attendance, memberships, donations and other statistics as needed
- conducts tours of exhibits in detail to visitors, providing context and background information to enhance their understanding of the material on display
- may assist with installing and dismantling exhibits



## Proposed updates from Library Assistant (Occupation 599711)

### Recommended updates

599711 Library Assistant (existing)

1. Retain occupation
2. Update alternative titles – remove Library Attendant; Library Clerk and Add Library Customer Service Officer; Library Officer; Library Services Officer
3. Update lead statement to better reflect the role of this occupation

All occupations include adding tasks.





## Details of the Proposed Update

### Existing

599711 Library Assistant

Alternative Titles:

- Library Attendant
- Library Clerk

Issues, receives and shelves library items and maintains associated records.

Skill Level: 4

### Proposed

599711 Library Assistant

Alternative Titles:

- Library Customer Service Officer
- Library Officer
- Library Services Officer

Assists with routine enquiries, operates library management systems, processes and shelves library items and assists with promotional activities.

Skill Level: 4

Main Tasks:

- operates library management systems to enable library users to borrow items
- sorts and shelves returned items
- maintains, locates and retrieves library items on request
- inspects returned physical items for damage and makes minor repairs
- undertakes routine trouble shooting of library equipment
- responds to routine enquiries from library users
- assists with the preparation of displays and promotional activities

# Management and related consulting services

Follow links to:

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- Proposed updates from:
  - [132111 Corporate Services Manager](#)
  - [132311 Human Resource Manager](#)
  - [132411 Policy and Planning Manager](#)
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  - [133612 Procurement Manager](#)
  - [139916 Quality Assurance Manager](#)
  - [149311 Conference and Event Organiser](#)
  - [223111 Human Resource Advisor](#)
  - [223112 Recruitment Consultant](#)
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  - [223311 Training and Development Professional](#)
  - [224913 Migration Agent/Immigration Consultant](#)

## About the focus area

The Management and related consulting services focus area broadly covers occupations that require specialised knowledge and skills to:

- plan, organise, direct, control, coordinate and review the operations of government, commercial, agricultural, industrial, non-profit and other organisations, and departments
- perform analytical, conceptual, and practical tasks to provide services to human resource development, public relations and marketing, and conduct studies of organisational structures, methods, and systems.





## Summary of consultation outcomes

### Management and related consulting services

The review of Management and related consulting services proved to be a challenging due to its vast diversity, encompassing various industries that employ managers, management consultants, and other specialised professionals. Detailed and comprehensive submissions were received that spanned a wide range of occupations within this domain.

One resounding consensus among stakeholders was the pressing need for ANZSCO to better represent the complex landscape of management and related consulting jobs. The importance of modernising the language used in the classification system was emphasised to accurately capture the nature of different roles. Stakeholder expertise informed the update of many main tasks ensuring that changes align with the current realities and emerging trends in the industry.

Overall, the stakeholder-driven approach to reviewing management and related consulting services proved invaluable in crafting meaningful and relevant updates to ANZSCO that effectively represents the wide spectrum of occupations in management and related consulting services.

#### Accepted stakeholder change requests:

- Remove Occupational Health and Safety Manager as a specialisation of 132311 Human Resource Manager and instead include as a new separate occupation.
- Update language to better reflect job market requirements for 224713 Management Consultant.
- Update lead statement to exclude Adult Education Teacher, TAFE Lecturer, TAFE Teacher, Workplace Trainer and Assessor, RTO Teacher/Trainer for 223311 Training and Development Manager.

#### Postponed stakeholder change requests:

- Separate Airport Manager from 1399999 Specialist Managers nec. and include as a new occupation. To be reviewed in Round 3.
- Group occupational health and safety, environmental, sustainability, workforce compliance and workplace relations and industrial relations professionals into a dedicated Minor Group. Recommended structural changes for the classification have been noted and will be assessed as part of the comprehensive review process.



## Proposed updates from Corporate Services Manager (Occupation 132111)

### Recommended updates

132111 Corporate Services Manager (existing)

1. Retain occupation
2. Remove alternative title – Administration Manager

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>132111 Corporate Services Manager</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Administration Manager</li> <li>Business Services Manager</li> </ul> <p>Plans, organises, directs, controls and coordinates the overall administration of an organisation.</p> <p>Skill Level: 1</p>	<p>132111 Corporate Services Manager</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Business Services Manager</li> </ul> <p>Plans, organises, directs, controls and coordinates the overall administration of an organisation.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>provides high level administrative, strategic planning and operational support, research and advice to senior management on administrative matters such as staff management, financial planning, facility management and information services</li> <li>develops the organisation's administrative, financial, physical and staff resources</li> <li>implements administrative, financial and operational procedural statements and guidelines for use by staff in the organisation</li> <li>analyses complex resource management issues and initiatives that affect the organisation, and prepares associated reports, correspondence and submissions</li> <li>provides information and support for the preparation of financial reports and budgets</li> <li>leads, manages and develops administrative staff to ensure smooth business operations and the provision of accurate and timely information</li> <li>represents the organisation in negotiations and at conventions, seminars, public hearings and forums, and promotes existing and new programs and policies</li> </ul>



## Proposed updates from Human Resource Manager (Occupation 132311)

### Recommended updates

#### 132311 Human Resource Manager (existing)

1. Retire occupation and replace with two proposed occupations – 132312 Human Resources Manager; 132313 Occupational Health and Safety Manager

#### 132312 Human Resources Manager (proposed)

2. Create occupation from 132311 Human Resource Manager
3. Add principal title – Human Resources Manager
4. Add alternative title – HR Manager
5. Add lead statement
6. Assign skill level
7. Add specialisations – Employee Relations Manager; Training and Development Manager

#### 132313 Occupational Health and Safety Manager (proposed)

8. Create occupation from 132311 Human Resource Manager
9. Add principal title – Occupational Health and Safety Manager
10. Add alternative titles – OHS Manager; Work Health and Safety Manager
11. Add lead statement
12. Assign skill level

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>132311 Human Resource Manager</p> <p>Plans, organises, directs, controls and coordinates the human resource and workplace relations activities within an organisation.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Kaiwhakahaere Tumu (NZ)</li> <li>• Occupational Health and Safety Manager</li> <li>• Training and Development Manager</li> <li>• Workplace Relations Manager</li> </ul>	<p>132312 Human Resources Manager</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• HR Manager</li> </ul> <p>Plans, organises, directs, controls and coordinates the human resource and workplace relations activities within an organisation.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• determines, implements, monitors, reviews and evaluates human resource management strategies, policies and plans</li> <li>• advises and assists other managers in applying sound recruitment and selection practices, and appropriate induction, training and development programs</li> <li>• develops and implements performance management systems to appraise and improve individual and team performance</li> <li>• represents the organisation in negotiations with unions and employees to determine remuneration and other conditions of employment</li> <li>• develops equal employment opportunity programs, and ensures compliance with related statutory requirements</li> <li>• oversees the application of redundancy and other employee retrenchment policies</li> </ul>	<p>132313 Work Health and Safety Manager</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Occupational Health and Safety Manager</li> <li>• WHS Manager</li> </ul> <p>Develops and implements work health and safety programs and ensures compliance with related statutory requirements.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• determines, implements, monitors, reviews and evaluates work health and safety management strategies, policies and plans</li> <li>• mitigates work health and safety risks and hazards through risk assessments and controls</li> <li>• ensures the organisation's work health and safety policies and practices comply with legal requirements</li> <li>• advocates for work health and safety in organisational policy</li> </ul>



## Existing

## Proposed

	<ul style="list-style-type: none"> <li>• monitors employment costs and productivity levels</li> <li>• manages personnel undertaking payroll activities</li> <li>• may train and advise other managers in personnel and workplace relations matters</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Employee Relations Manager</li> <li>• Training and Development Manager</li> </ul>	
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## Proposed updates from Policy and Planning Manager (Occupation 132411)

### Recommended updates

132411 Policy and Planning Manager (existing)

1. Retain occupation
2. Remove specialisation – Corporate Planning Manager

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>132411 Policy and Planning Manager</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Public Policy Manager</li> </ul> <p>Plans, organises, directs, controls and coordinates policy advice and strategic planning within an organisation.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Corporate Planning Manager</li> <li>Strategic Planning Manager</li> </ul>	<p>132411 Policy and Planning Manager</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Public Policy Manager</li> </ul> <p>Plans, organises, directs, controls and coordinates policy advice and strategic planning within an organisation.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>develops, implements and monitors strategic and business planning activities, organisational programs, policies, processes, systems and procedures to achieve goals, objectives and work standards</li> <li>develops, implements, administers and participates in policy research and analysis</li> <li>coordinates the implementation of policies and practices</li> <li>communicates organisational policies and procedures</li> <li>establishes activity measures and measurements of accountability</li> <li>oversees and participates in the development of policy documents and reports</li> <li>consults with and provides expert advice to government officials and board members on policy, program and legislative issues</li> <li>represents the organisation in negotiations, and at conventions, seminars, public hearings and forums convened to discuss policy issues</li> <li>undertakes short-term and long-term business planning as part of the managerial process</li> <li>plans for uncertain future events</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Strategic Planning Manager</li> </ul>





## Proposed updates from Research and Development Manager (Occupation 132511)

### Recommended updates

132511 Research and Development Manager (existing)

1. Retain occupation
2. Add alternative title – R & D Manager

All occupations include adding tasks.





## Details of the proposed update

### Existing

132511 Research and Development Manager

Plans, organises, directs, controls and coordinates research and development activities within an organisation.

Skill Level: 1

132511 Research and Development Manager

Alternative Title:

- R & D Manager

Plans, organises, directs, controls and coordinates research and development activities within an organisation.

Skill Level: 1

Main Tasks:

- develops and implements research project strategies, priorities and targets to support commercial and policy developments
- leads major research projects and coordinates activities of other research workers
- assesses the benefits and monitors the costs and effectiveness of research and development activities
- interprets results of research projects and recommends associated product and service development innovations
- provides advice on research and development options available to the organisation
- monitors leading-edge developments in relevant disciplines and assesses implications for the organisation
- may publish results of significant research projects



## Proposed updates from Procurement Manager (Occupation 133612)

### Recommended updates

133612 Procurement Manager (existing)

1. Retain occupation
2. Add specialisation – Procurement Category Manager

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>133612 Procurement Manager</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Purchasing Manager</li> </ul> <p>Plans, organises, directs, controls and coordinates the procurement and purchasing of materials, products and services for an organisation.</p> <p>Skill Level: 1</p>	<p>133612 Procurement Manager</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Purchasing Manager</li> </ul> <p>Plans, organises, directs, controls and coordinates the procurement and purchasing of materials, products and services for an organisation.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>prepares and implements plans to maintain required stock levels at minimum cost</li> <li>negotiates prices and contracts with suppliers to meet quality, cost and delivery requirements</li> <li>participates in the development of specifications for equipment, products or substitute materials</li> <li>researches and identifies new products and suppliers</li> <li>arranges quality checks of incoming goods and ensures suppliers deliver on time</li> <li>directs staff activities and monitors their performance</li> <li>provision of products and services to meet customer or client requirements</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Procurement Category Manager</li> </ul>



## Proposed updates from Quality Assurance Manager (Occupation 139916)

### Recommended updates

139916 Quality Assurance Manager (existing)

1. Retain occupation
2. Remove alternate title – Quality Facilitator

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>139916 Quality Assurance Manager</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Quality Facilitator</li> </ul> <p>Plans, organises, directs, controls and coordinates the deployment of quality systems and certification processes within an organisation.</p> <p>Skill Level: 1</p>	<p>139916 Quality Assurance Manager</p> <p>Plans, organises, directs, controls and coordinates the deployment of quality systems and certification processes within an organisation.</p> <p>ICT Quality Managers are excluded from this occupation. ICT Quality managers are included in 263211 ICT Quality Assurance Engineers.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>liaises with technical, production and operational staff and management to ensure maximum quality outputs</li> <li>updates and issues product specifications</li> <li>oversees the activity of the quality assurance department and team in developing, implementing and maintaining processes and systems designed to ensure the quality and safety of the company's products and safety</li> <li>trains staff to uphold the highest quality standards</li> <li>prepares for audits, reporting and quality improvement initiatives</li> </ul>



## Proposed updates from Conference and Event Organiser (Occupation 149311)

### Recommended updates

149311 Conference and Event Organiser (existing)

1. Retain occupation
2. Update principal title from Conference and Event Organiser to Event Manager
3. Update alternative titles – remove Event Manager; add Event Coordinator
4. Update lead statement to reflect current labour market
5. Add specialisations – Conference Manager; Production Manager (Corporate Hospitality)

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>149311 Conference and Event Organiser</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Event Manager</li> </ul> <p>Organises and coordinates services for conferences, events, functions, banquets and seminars.</p> <p>Skill Level: 2</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Event Planner</li> <li>Exhibition Organiser</li> <li>Wedding Coordinator</li> </ul>	<p>149311 Event Manager</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Event Coordinator</li> </ul> <p>Develops, coordinates and organises services for events, such as weddings, festivals, conventions, conferences, exhibitions, concerts and trade shows.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>responds to inquiries concerning services provided and costs for room and equipment hire, catering, and related services</li> <li>meets with clients to discuss their needs and outlines package options to meet these needs</li> <li>arranges and coordinates services, such as conference facilities, catering, signage, displays, audio-visual equipment, accommodation, transport and social events, for participants</li> <li>organises registration of participants, prepares programs and promotional material, and publicises events</li> <li>negotiates the type and costs of services to be provided within budget</li> <li>hires, trains and supervises support staff required for events</li> <li>monitors events as they take place and resolves issues if they arise</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Conference Manager</li> <li>Event Planner</li> <li>Exhibition Organiser</li> <li>Production Manager (Corporate Hospitality)</li> <li>Wedding Coordinator</li> </ul>





## Proposed updates from Human Resource Adviser (Occupation 223111)

### Recommended updates

223111 Human Resource Adviser (existing)

1. Retain occupation
2. Update principal title from Human Resource Adviser to Human Resources Adviser
3. Add alternative titles – HR Adviser; Human Resources Consultant
4. Update lead statement to include equitable work culture and inclusion of employees of diverse backgrounds
5. Add specialisation – Diversity, Equity and Inclusion Specialist

All occupations include adding tasks.





## Details of the proposed update

### Existing

223111 Human Resource Adviser

Alternative Title:

- Human Resource Consultant

Provides staffing and personnel administration services in support of an organisation's human resource policies and programs.

Skill Level: 1

Specialisations:

- Personnel Officer
- Workforce Planning Analyst

### Proposed

223111 Human Resources Adviser

Alternative Titles:

- HR Adviser
- Human Resources Consultant

Provides staffing and personnel administration services in support of an organisation's human resource policies and programs. Ensures an equitable work culture exists, focussing on inclusion of employees of diverse backgrounds.

Skill Level: 1

Main Tasks:

- arranges advertising of job vacancies, interviewing and testing of applicants, and selection of staff
- maintains personnel records and associated human resources information systems
- arranges the induction of staff and providing information on conditions of service, salaries and promotional opportunities
- develops, plans and formulates enterprise agreements or collective contracts such as productivity-based wage adjustment procedures, workplace relations policies and programs, and procedures for their implementation
- manages diversity programs, projects, training and communication logistics

Specialisations:

- Diversity, Equity, and Inclusion Specialist
- Personnel Officer
- Workforce Planning Analyst



## Proposed updates from Recruitment Consultant (Occupation 223112)

### Recommended updates

#### 223112 Recruitment Consultant (existing)

1. Retain occupation
2. Update lead statement to clarify that agents representing arts, entertainment or sports workers are included
3. Add specialisations – Executive Search Specialist; Talent Agent
4. Remove specialisations – Casting Agent; Literary Agent

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>223112 Recruitment Consultant</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Employment Consultant</li> </ul> <p>Interviews applicants to determine their job requirements and suitability for particular jobs and assists employers to find suitable staff.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Casting Agent</li> <li>• Literary Agent</li> </ul>	<p>223112 Recruitment Consultant</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Employment Consultant</li> </ul> <p>Interviews applicants to determine their job requirements and suitability for particular jobs and assists employers to find suitable staff.</p> <p>Agents representing workers with specialised skills in the arts, entertainment or sports are included in this Occupation.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• receives and records job vacancy information from employers such as details about job description, wages and conditions of employment</li> <li>• writes and places advertisements for jobs</li> <li>• provides information on current job vacancies in the organisation to employers and job seekers</li> <li>• arranges interviews for job seekers</li> <li>• searches, vets, and introduces highly qualified candidates to companies</li> <li>• seeks out candidates for senior, executive, and other highly specialised positions</li> <li>• may act as an agent for those seeking work in various fields including photography, film, theatre, television, radio, literary, modelling, sports</li> <li>• may represent talented individuals and individuals with specialised skills in negotiating contracts and finding employment</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Executive Search Specialist</li> <li>• Talent Agent</li> </ul>



## Proposed updates from Workplace Relations Adviser (Occupation 223113)

### Recommended updates

#### 223113 Workplace Relations Adviser (existing)

1. Retire occupation and replace with two proposed occupations – 223114 Union Organiser; 223115 Workplace Relations Adviser

#### 223114 Union Organiser (proposed)

2. Create occupation from 223113 Workplace Relations Adviser
3. Add principal title – Union Organiser
4. Add lead statement
5. Assign skill level 3
6. Update specialisation from Trade Union Official to Union Official

#### 223115 Workplace Relations Adviser (proposed)

7. Create occupation from 223113 Workplace Relations Adviser
8. Add principal title – Workplace Relations Adviser
9. Add alternative title – Employment Relations Consultant
10. Add lead statement to include ‘employers’ and exclude ‘unions’
11. Assign skill level 1
12. Update specialisation from Industrial Relations Officer to Industrial Relations Consultant

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>223113 Workplace Relations Adviser</p> <p>Assists in resolving disputes by advising on workplace relations policies and problems, and representing industrial, commercial, union, employer or other parties in negotiations on rates of pay and conditions of employment.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Industrial Relations Officer</li> <li>Trade Union Official</li> <li>Union Organiser</li> </ul>	<p>223114 Union Organiser</p> <p>Oversees, organises and promotes union recruitment, operations, mass meetings and communications. Provides advice to union officials, delegates and representatives and represents union members in industrial relations disputes or other proceedings. Acts on behalf of their union members to negotiate working conditions, wages and employment opportunities.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>oversees and promotes union operations</li> <li>recruits new members to the union</li> <li>advocates for reform or regulation of industry</li> <li>provides advice to other union officials</li> <li>develops effective structures, including union members' communications, at worksites</li> <li>runs mass meetings with union members</li> </ul>	<p>223115 Workplace Relations Adviser</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Employment Relations Consultant</li> </ul> <p>Assists employers in setting terms and conditions of employment. Resolves disputes by undertaking negotiations with staff on such matters as rates of pay and conditions of employment.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>undertakes negotiations on terms and conditions of employment in the workplace</li> <li>examines and resolves disputes and grievances on behalf of the employer</li> <li>studies and interprets legislation awards, collective agreements and employment contracts, wage payment systems and dispute settlement procedures</li> </ul>



## Existing

## Proposed

- identifies and develops new and existing delegates and health and safety representatives
- uses knowledge of legislation, awards, collective agreements, employment contracts and wage payment systems to represent union members in industrial relations disputes and assist in disciplinary proceedings, tribunal or court
- represents union members in negotiations or at conferences
- visits union members at their place of work to check conditions

Specialisation:

- Union Official

- provides industrial relations advice
- manages employee relations
- promotes a positive work environment
- mitigates risks associated with industrial disputes
- manages employment discipline and performance management processes

Specialisation:

- Industrial Relations Consultant



## Proposed updates from Training and Development Professional (Occupation 223311)

### Recommended updates

223311 Training and Development Professional (existing)

1. Retain occupation
2. Add alternative titles – Learning and Development Consultant; Training Coordinator
3. Update lead statement to include an exclusion statement

All occupations include adding tasks.







## Details of the proposed update

### Existing

223311 Training and Development Professional

Alternative Title:

- Training Officer

Plans, develops, implements and evaluates training and development programs to ensure management and staff acquire the skills and develop the competencies required by an organisation to meet organisational objectives.

Skill Level: 1

Specialisations:

- Education Officer (Air Force and Army)
- Training Systems Officer (Navy)
- ICT Trainer

### Proposed

223311 Training and Development Professional

Alternative Titles:

- Learning and Development Consultant
- Training Coordinator
- Training Officer

Plans, develops, implements and evaluates training and development programs to ensure management and staff acquire the skills and develop the competencies required by an organisation to meet organisational objectives.

Adult Education Teachers, TAFE Lecturers, TAFE Teachers, Workplace Trainers and Assessors and RTO Teachers/Trainers are excluded from this occupation. These are included in Occupation 242211 Vocational Education Teacher.

Skill Level: 1

Main Tasks:

- identifies training needs and requirements of individuals and organisations
- sets human resource development objectives and evaluates learning outcomes
- prepares and develops instructional training material and aids such as handbooks, visual aids, online tutorials, demonstration models, and support training reference documentation
- designs, coordinates, schedules and conducts training and development programs that can be delivered in the form of individual and group instruction, and facilitates workshops, meetings, demonstrations and conferences
- liaises with external training providers to arrange delivery of specific training and development programs
- monitors and performs ongoing evaluation and assessment of training quality and effectiveness, and reviews and modifies training objectives, methods and course deliverables
- gathers, investigates and researches background materials to gain an understanding of various subject matters and systems



## Existing

## Proposed

	<ul style="list-style-type: none"> <li>• keeps up to date with new product version releases, advances in programming languages, application development software, and general information technology trends</li> <li>• writes end user products and materials such as user training, tutorial and instruction manuals, online help, and operating and maintenance instructions</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Education Officer (Air Force and Army)</li> <li>• ICT Trainer</li> <li>• Training Systems Officer (Navy)</li> </ul>
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## Proposed updates from Migration Agent / Immigration Consultant (Occupation 224913)

### Recommended updates

224913 Migration Agent / Immigration Consultant (existing)

1. Retain occupation
2. Update principal title from Migration Agent / Immigration Consultant to Migration Agent
3. Add alternative title – Immigration Consultant

All occupations include adding tasks.





## Details of the proposed update

### Existing

224913 Migration Agent / Immigration Consultant

Alternative Title:

- Migration Consultant

Provides information and advice to potential migrants, prepares and lodges visa applications, and acts as an intermediary to legally represent clients during visa processing and before review bodies. Liaises with Legal Professionals in relation to judicial review matters. Registration or licensing is required.

Skill Level: 1

### Proposed

224913 Migration Agent

Alternative Titles:

- Immigration Consultant
- Migration Consultant

Provides information and advice to potential migrants, prepares and lodges visa applications, and acts as an intermediary to legally represent clients during visa processing and before review bodies. Liaises with Legal Professionals in relation to judicial review matters. Registration or licensing is required.

Skill Level: 1

Main Tasks:

- conducts research and provides immigration advice and assistance to clients
- prepares and lodges immigration, citizenship and visa applications
- may represent clients at tribunals and before administrative bodies
- liaises with Legal Professionals in relation to judicial matters

# Market research and advertising services

Follow links to:

- [Summary of consultation outcomes](#)
- Proposed updates from:
  - [13112 Sales and Marketing Manager](#)
  - [13114 Public Relations Manager](#)
  - [22513 Marketing Specialist](#)
  - [22514 Content Creator \(Marketing\)](#)
  - [22531 Public Relations Professional](#)

## About the focus area

The Market research and advertising services focus area broadly covers Advertising, Marketing and Public Relations Professionals. Occupations in this industry require specialised knowledge and skills to:

- develop and coordinate advertising strategies and campaigns, determine the market for new goods and services, and identify and develop market opportunities for new and existing goods and services
- plan, develop, implement and evaluate information and communication strategies that create an understanding and a favourable view of an organisation, its goods and services, and its role in the community.



## Summary of consultation outcomes

### Market research and advertising services

Stakeholders provided several compelling recommendations to enhance the classification and accurately represent the Public Relations and Communications professions.

A key recommendation was to incorporate the term 'communications' in the title of both the unit group and occupation groupings for Public Relations. This adjustment acknowledges the evolving nature of the field and recognises the crucial role that effective communication plays in contemporary public relations practices.

Following these recommendations, the principal title of 225311 Public Relations Professional was updated to include the word 'communication', resulting in the proposed title of 'Communications Manager (Public Relations)'. The title 'Public Relations Professional' will be retained as an alternative title to maintain relevance.

The principal title for 131114 Public Relations Manager was also updated to 'Communications Manager (Public Relations)'. Another important proposal was the addition of the specialisation 'Government Relations Manager' to better represent the specialised skill set required for liaising with government departments and navigating related legislation. Additionally, two alternative titles, 'Communications Manager' and 'Corporate Relations Manager', were suggested for removal.

Stakeholders also urged for the introduction of a new unit grouping dedicated to the 'Public Relations and Communications Professions'. However, these changes did not meet statistical thresholds. As a result, the recommendation could not be implemented at this time. Nevertheless, the feedback and recommendations provided by stakeholders have been pivotal in shaping the proposed updates to the ANZSCO classification for the Market research and advertising services focus area.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

#### Accepted stakeholder change requests:

- For Occupation 225311 Public Relations Professional:
  - Update principal title to Communications Officer (Public Relations).
  - Add Public Relations Professional as an alternative title.
  
- For Occupation 131114 Public Relations Manager:
  - Update the principal title to Communications Manager (Public Relations).
  - Remove two alternative titles – Communications Manager, Corporate Relations Manager.
  - Add Government Relations Manager as a specialisation of 131114 Public Relations Manager.



## Proposed updates from Sales & Marketing Manager (Occupation 131112)

### Recommended updates

#### 131112 Sales and Marketing Manager (existing)

1. Retire existing occupation and divide into two proposed occupations – 131112 Sales and Marketing Manager and 131115 Business Development Manager

#### 131115 Sales and Marketing Manager (proposed)

2. Create occupation from 131112 Sales and Marketing Manager
3. Add principal title
4. Add lead statement
5. Assign skill level 1

#### 131116 Business Development Manager (proposed)

6. Create occupation from 131112 Sales and Marketing Manager
7. Add principal title – Business Development Manager
8. Add lead statement
9. Assign skill level 1

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>131112 Sales and Marketing Manager</p> <p>Plans, organises, directs, controls and coordinates the sales and marketing activities within an organisation.</p> <p>ICT Business Development Managers are excluded from this occupation. ICT Business Development Managers are included in Unit Group 2252 ICT Sales Professionals, in Occupation 225212 ICT Business Development Manager.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Business Development Manager</li> <li>• Market Research Manager</li> </ul>	<p>131115 Sales and Marketing Manager</p> <p>Plans, organises, directs, controls and coordinates the sales and marketing activities both within an organisation and externally.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• directs the development of sales strategies and setting of sales targets in order to maximise an organisation’s sales and customer loyalty</li> <li>• directs and evaluates marketing strategies establishes distribution networks for products and services and initiates market research studies</li> <li>• establishes organisational policies and procedures in relation to sales and marketing</li> <li>• establishes organisational policies and procedures in relation to sales and marketing</li> </ul>	<p>131116 Business Development Manager</p> <p>Plans, organises, directs, controls and coordinates the business development and strategic partnership activities, both within an organisation and externally. Identifies and generates new business opportunities to further improve market share and awareness by gaining an understanding of customers’ needs and promoting goods and services to these customers. May manage some key customer accounts.</p> <p>Advertising and Marketing Professionals are excluded from this occupation. Advertising and Marketing Professionals are included in 2251 Advertising and Marketing Professionals.</p> <p>ICT Business Development Managers are excluded from this occupation. ICT Business Development Managers are included in 225212 ICT Business Development Manager.</p> <p>Skill Level: 1</p>





- conducts regular data analysis and measures campaign performance against predefined metrics
- leads sales teams in building relationships with clients and manages the negotiation of sales contracts
- assesses the marketing potential of new and existing store locations
- determines price schedules and discount rates

#### Main Tasks:

- conceptualises business plans and sales strategies
- implements market expansion and new market plans for business growth by identifying and mapping business strengths and customer needs
- drives business growth by developing networks to attract new clients
- researches new market opportunities, overseeing growth projects, making sales projections and forecasting revenue
- manages and nurtures relationships with existing customers
- researches prospects, cold calling potential customers and responding to incoming leads to increase client base
- writes business proposals for potential customers
- negotiates, drafts and reviews contracts



## Proposed updates from Public Relations Manager (Occupation 131114)

### Recommended updates

131114 Public Relations Manager (existing)

1. Retain occupation
2. Update principal title from Public Relations Manager to Communications Manager (Public Relations)
3. Remove alternative titles – Communications Manager; Corporate Relations Manager
4. Update alternative title from PR Manager to Public Relations Manager
5. Update lead statement to include an exclusion statement
6. Add specialisation – Government Relations Manager

All occupations include adding tasks.





## Details of the proposed update

### Existing

131114 Public Relations Manager

#### Alternative Titles:

- Communications Manager
- Corporate Affairs Manager
- Corporate Relations Manager
- PR Manager
- Public Affairs Manager

Plans, organises, directs, controls and coordinates the public relations activities within an organisation.

Skill Level: 1

#### Specialisations:

- Community Relations Manager
- External Relations Manager
- Media Relations Manager

### Proposed

131114 Communications Manager (Public Relations)

#### Alternative Titles:

- Corporate Affairs Manager
- Public Affairs Manager
- Public Relations Manager

Plans, organises, directs, controls and coordinates the public relations activities within an organisation.

Telecommunications Managers are excluded from this occupation. Telecommunications Managers are included in Occupation 135112 ICT Project Manager.

Skill Level: 1

#### Main Tasks:

- plans, develops, directs and coordinates communication strategies to best represent the employer's interests
- creates and manages publication production timelines and teams
- responsible for reputation management through internal communications, government relations, media relations and social media management
- stays informed of changes in media by assessing web, email and social media analytics to understand opportunities and barriers
- liaises with, supports and manages public relations teams to create press releases, advertising and promotional materials
- organises and manages events to promote key messages

#### Specialisations:

- Community Relations Manager
- External Relations Manager
- Government Relations Manager
- Media Relations Manager



## Proposed updates from Marketing Specialist (Occupation 225113)

### Recommended updates

225113 Marketing Specialist (existing)

1. Retain occupation
2. Update specialisation – remove Pricing Analyst; Sales Promotions Officer

All occupations include adding tasks.





## Details of the proposed update

### Existing

225113 Marketing Specialist

#### Alternative Titles:

- Marketing Consultant
- Marketing Coordinator
- Marketing Officer

Identifies market opportunities and advises on the development, coordination and implementation of plans for pricing and promoting an organisation's goods and services.

Skill Level: 1

#### Specialisations:

- Brand Manager
- Category Manager
- Pricing Analyst
- Product Manager
- Sales Promotions Officer

### Proposed

225113 Marketing Specialist

#### Alternative Titles:

- Marketing Consultant
- Marketing Coordinator
- Marketing Officer

Identifies market opportunities and advises on the development, coordination and implementation of plans for pricing and promoting an organisation's goods and services.

Skill Level: 1

#### Main Tasks:

- commissions and undertakes market research to identify market opportunities for new and existing goods and services
- collects and analyses data to research potential demand and market characteristics for new goods and services
- supports business growth and development through the preparation and execution of marketing objectives, policies and programs
- advises on all elements of marketing such as product mix, pricing, advertising and sales promotion, selling, and distribution channels
- may develop strategies to ensure the visibility of a brand and maintain the brand's identity

#### Specialisations:

- Brand Manager
- Category Manager
- Product Manager



## Proposed updates from Content Creator (Marketing) (Occupation 225114)

### Recommended updates

225114 Content Creator (Marketing) (existing)

1. Retain occupation
2. Update alternative titles – add Digital Content Producer (Marketing)
3. Update skill level from Skill Level 1 to Skill Level 2

All occupations include adding tasks.





## Details of the proposed update

### Existing

225114 Content Creator (Marketing)

Alternative Title:

- Social Media Specialist (Marketing)

Creates and publishes text, photos and videos designed to promote businesses, products or services, to social media and digital platforms, to grow an audience, build brand awareness and increase sales. Schedules the release of, and updates to, marketing content on these platforms.

This occupation excludes Social Media Influencers. Social Media Influencers are included in Occupation 639111 Model.

Skill Level: 1

### Proposed

225114 Content Creator (Marketing)

Alternative Titles:

- Social Media Specialist (Marketing)
- Digital Content Producer (Marketing)

Creates and publishes text, photos and videos designed to promote businesses, products or services, to social media and digital platforms, to grow an audience, build brand awareness and increase sales. Schedules the release of, and updates to, marketing content on these platforms.

Social Media Influencers are excluded from this occupation. Social Media Influencers are included in Occupation 639111 Model.

Skill Level: 2

Main Tasks:

- creates engaging, relevant and timely digital marketing and social media content to market the organisations and activities
- manages, schedules and monitors multiple social media accounts
- maintains and enhances website content for external and internal audiences



## Proposed updates from Public Relations Professional (Occupation 225311)

### Recommended updates

225311 Public Relations Professional (existing)

1. Retain occupation
2. Update principal title from Public Relations Professional to Communications Officer (Public Relations)
3. Add alternative title – Public Relations Professional
4. Update lead statement to include – exclude persons working in Telecommunications
5. Remove specialisations – Media Liaison Officer; Press Officer; Promotions Officer
6. Add specialisations – Media Advisor; Social Media Specialist (Public Relations); Promotions Coordinator

All occupations include adding tasks.







## Details of the proposed update

Existing	Proposed
<p>225311 Public Relations Professional</p> <p>Plans, develops, implements and evaluates information and communication strategies that create an understanding and a favourable view of an organisation, its goods and services, and its role in the community.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Media Liaison Officer</li> <li>• Press Officer</li> <li>• Promotions Officer</li> <li>• Public Affairs Officer</li> <li>• Public Relations Consultant</li> <li>• Public Relations Officer</li> </ul>	<p>225311 Communications Officer (Public Relations)</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Public Relations Professional</li> </ul> <p>Plans, develops, implements and evaluates information and communication strategies that create an understanding and a favourable view of an organisation, its goods and services, and its role in the community.</p> <p>Communications Officer (Public Relations) Occupation excludes people who work in telecommunications.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• plans and organises publicity campaigns and communication strategies</li> <li>• advises executives on the public relations implications of their policies, programs and practices</li> <li>• prepares and controls the issue of news and press releases</li> <li>• undertakes and commissions public opinion research, analyses the findings, and plans public relations and promotional campaigns</li> <li>• organises special events, seminars, entertainment, competitions and social functions to promote goodwill and favourable publicity</li> <li>• represents organisations and arranges executive interviews with publicity media</li> <li>• attends business, social and other functions to promote the organisation</li> <li>• commissions and obtains photographs and other illustrative material</li> <li>• selects, appraises and revises material submitted by publicity writers, photographers, illustrators and others to create favourable publicity</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Media Advisor</li> <li>• Promotions Coordinator</li> <li>• Public Affairs Officer</li> <li>• Public Relations Consultant</li> <li>• Public Relations Officer</li> <li>• Social Media Specialist (Public Relations)</li> </ul>

# Scientific research services

Follow links to:

- [Summary of consultation outcomes](#)
- Proposed updates from:
  - [139912 Environmental Manager](#)
  - [139913 Laboratory Manager](#)
  - [234212 Food Technologist](#)
  - [234311 Conservation Officer](#)
  - [234312 Environmental Consultant](#)
  - [234313 Environmental Research Scientist](#)
  - [234314 Park Ranger](#)
  - [234411 Geologist](#)
  - [234412 Geophysicist](#)
  - [234413 Hydrogeologist](#)
  - [234511 Life Scientist \(General\)](#)
  - [234513 Biochemist](#)
  - [234514 Biotechnologist](#)
  - [234515 Botanist](#)
  - [234517 Microbiologist](#)
  - [234522 Zoologist](#)
  - [234913 Meteorologist](#)
  - [311411 Chemistry Technician](#)
  - [311412 Earth Science Technician](#)
  - [311413 Life Science Technician](#)
  - [311415 Hydrographer](#)
  - [312912 Metallurgical or Materials Technician](#)

## About the focus area

The Scientific research services focus area broadly covers the science industry. Occupations in this industry require specialised knowledge and skills to:

- develop, implement and monitor strategies, policies, plans and activities in designated areas to conserve and protect natural and cultural heritage
- plan, organise, direct the operations of a research or production laboratory
- examine the anatomy, physiology and biochemistry of humans, animals and other living organisms to understand their function and interrelationships
- develop practical applications of experimental and research findings
- study the composition, structure and other physical attributes of the Earth's crust and the minerals contained in it
- study the chemical and physical properties of the universe
- study the physics and dynamics of the atmosphere to understand weather and climate and long-term climatic trends.



## Summary of consultation outcomes

### Scientific research services

Stakeholders within the Scientific research services focus area strongly supported the comprehensive review and update of ANZSCO. They expressed a strong desire to enhance ANZSCO with more detailed information that aligns with the dynamic nature of occupations in the science industry.

Stakeholders emphasised the significance of ANZSCO in facilitating workforce planning, addressing skill shortages, promoting skilled migration, and attracting government investment. They strongly advocated for the enrichment of descriptions that would better accommodate emerging roles and specialised areas, thereby addressing policy implications and encouraging further government investment in these fields.

Of key concern was the importance of accurate linkage between ANZSCO occupation codes and training packages to ensure the appropriate allocation of qualification funding, and in response provided recommended updates to the language in many lead statements and main tasks for occupations to eliminate discrepancies and enhance the overall effectiveness of the system.

There was particular attention devoted to occupations within Unit Group 2343 Environmental Scientists. The abundance of feedback and active engagement from stakeholders clearly demonstrated the significance of ANZSCO in the scientific research services sector and the stakeholders' dedication to its continual improvement.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

### Accepted stakeholder change requests:

#### For existing Occupations

##### 139912 Environmental Manager

- Update lead statement to provide clarity and specific examples of environmental issues.

##### 139913 Laboratory Manager

- Update the lead statement to include safety compliance.

##### 234211 Chemist

- Update the lead statement to indicate that Chemists work not only in research, but also in industries.
- Add more than three tasks to the list.

##### 23412 Food Technologist

- Remove Food Scientist as an alternative title.

##### 234311 Conservation Officer

- Update lead statement to include restoration and recovery of natural assets.

##### 234312 Environmental Consultant

- Update lead statement to clarify that the scope of the occupation includes persons undertaking this work in non-government sectors.

##### 234313 Environmental Research Scientist

- Update lead statement to include protection, management, restoration and recovery of the environment.



## 234314 Park Ranger

- Update lead statement to clarify that the scope of the occupation includes persons undertaking this work on private land under conservation.

## 234411 Geologist

- Update lead statement to be more inclusive of space by adding Earth or planetary bodies.

## 234412 Geophysicist

- Update lead statement to be more inclusive of space by adding Earth or planetary bodies.

## 234413 Hydrogeologist

- Update the principal title from Hydrogeologist to Hydrologist noting that Hydrologist is a broader term and does not change the scope of this occupation.

## 234514 Biotechnologist

- Update the lead statement to define the occupation more accurately.

## 234515 Microbiologist

- Update the lead statement to define the occupation more accurately by including the study of the impacts of microorganisms.

## 234522 Zoologist

- Update the Lead Statement to provide clarity on exclusion of Entomologists from the occupation

## 234912 Metallurgist

- Change scope and update principal title to Extractive Metallurgist.

## 312912 Metallurgical or Materials Technician

- Add specialisation – Fire Assayer.

## For proposed Occupations

### Ecologist

- Occupation proposed to be split from 234313 Environmental Research Scientist
- Add greater visibility of Ecologists in the classification.

### Aboriginal and Torres Strait Islander Land and Sea Ranger

- Occupation proposed to be split from 234314 Park Ranger
- Add alternative title Indigenous Australian Land and Sea Ranger
- Add lead statement about combining traditional knowledge with western science to undertake tasks that are distinct from those performed by Park Rangers.
- Recommend Skill Level 1.





Postponed stakeholder change requests:

- Inclusion of specialisations Male Land and Sea Ranger and Female Land and Sea Ranger for proposed Occupation Aboriginal and Torres Strait Islander Land and Sea Ranger.

Currently, this inclusion does not meet statistical thresholds. However, this will be monitored as further data becomes available and reassessed for future inclusion.

- Recommended structural changes for the classification have been noted and will be assessed as part of the comprehensive review process.





## Proposed updates from Environmental Manager (Occupation 139912)

### Recommended updates

139912 Environmental Manager (existing)

1. Retain occupation
2. Update lead statement – to provide clarity and specific examples of environmental issues
3. Add specialisation – Environment and Sustainability Manager

All occupations include adding tasks.





## Details of the proposed update

### Existing

139912 Environmental Manager

Plans, organises, directs, controls and coordinates the development and implementation of an environmental management system within an organisation by identifying, solving and alleviating environmental issues, such as pollution and waste treatment, in compliance with environmental legislation and to ensure corporate sustainable development.

Skill Level: 1

### Proposed

139912 Environmental Manager

Plans, organises, directs, controls and coordinates the development and implementation of an environmental management system within an organisation. Ensures corporate sustainable development or environmental sustainability by identifying, solving and alleviating environmental issues, such as invasive species, pollution and waste treatment or ecosystem restoration, in compliance with environmental legislation.

Skill Level: 1

Main Tasks:

- implements environmental strategies, policies and practices within an organisation
- ensures an organisation complies with relevant environmental legislation
- assesses, evaluates, and monitors the sustainability and environmental impact of an organisation
- analyses environmental performance data and reports back to an organisation with recommendations on best environmental and sustainability practices
- plans the budgets, timelines and resources required to improve the sustainability performance of an organisation
- plans and implements programs or regulations for the management, protection, restoration or recovery of marine life, wildlife, vegetation and other natural resources

Specialisations:

- Environment and Sustainability Manager



## Proposed updates from Laboratory Manager (Occupation 139913)

### Recommended updates

139913 Laboratory Manager (existing)

1. Retain occupation
2. Update lead statement – include the medical industry

All occupations include adding tasks.







## Details of the proposed update

Existing	Proposed
<p>139913 Laboratory Manager</p> <p>Plans, organises, directs, controls and coordinates the operations of a research or production laboratory.</p> <p>Skill Level: 1</p>	<p>139913 Laboratory Manager</p> <p>Plans, organises, directs, controls and coordinates the operations of a research, medical or production laboratory to ensure quality standards are met and health and safety standards comply with regulatory frameworks.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>implements, manages and oversees protocols and ensures health and safety standards in the laboratory comply with regulatory frameworks</li> <li>maintains laboratory equipment and inventory levels</li> <li>trains technicians on the proper use of equipment and safety procedures to follow in the laboratory</li> <li>manages the daily operations of a laboratory, including the supervision of employees and schedule of activities</li> <li>monitors and ensures all laboratory operations are performed according to specifications</li> <li>reviews the studies, tests and analysis performed in the laboratory</li> <li>plans, organises and coordinates the quality management processes within the laboratory</li> </ul>



## Proposed updates from Food Technologist (Occupation 234212)

### Recommended updates

234212 Food Technologist (existing)

1. Retain occupation
2. Remove alternative title – Food Scientist
3. Update lead statement – include methods for the production, processing and preservation of existing and new food products
4. Add specialisation – Food Scientist

All occupations include adding tasks.





## Details of the proposed update

### Existing

234212 Food Technologist

Alternative Titles:

- Food Scientist

Develops new and improves existing food products, and sets standards for producing, packaging and marketing food.

Skill Level: 1

### Proposed

234212 Food Technologist

Analyses, develops and improves methods for the production, processing and preservation of existing and new food products and sets standards for producing, packaging and marketing food.

Skill Level: 1

Main Tasks:

- studies the properties of food to support the development of new products or to improve existing food products
- develops, manages and maintains quality systems for food processing
- designs and improves food processing and packaging methods to increase efficiency and reduce costs
- ensures food safety and quality by testing and analysing samples of raw materials, ingredients and finished products
- tests food products to ensure compliance with health regulatory frameworks and quality standards
- develops new methods for food preservation such as freezing, canning and drying
- conducts research to create new food products and improve the quality, safety and nutritional value of food

Specialisation:

- Food Scientist



## Proposed updates from Conservation Officer (Occupation 234311)

### Recommended updates

234311 Conservation Officer (existing)

1. Retain occupation
2. Add alternative title – Environmental Officer
3. Update lead statement – include restoration and recovery of natural resources

All occupations include adding tasks.





## Details of the proposed update

### Existing

234311 Conservation Officer

Develops and implements programs and regulations for the protection of fish, wildlife and other natural resources.

Skill Level: 1

Specialisation:

- Landcare Facilitator

### Proposed

234311 Conservation Officer

Alternative Title:

- Environmental Officer

Develops and implements programs and regulations for the protection, restoration and recovery of aquatic life, vegetation, wildlife and other natural assets.

Skill Level: 1

Main Tasks:

- evaluates habitat, wildlife and fisheries needs, and formulates short-term and long-term management goals and objectives
- ensures compliance with laws and regulations to conserve aquatic life, vegetation, wildlife and other natural assets
- develops, reviews and manages policies, procedures and programs to achieve conservation and protection of natural assets
- coordinates and manages conservation and rehabilitation projects
- liaises with relevant rights holders and stakeholders in the development and implementation of conservation activities

Specialisation:

- Landcare Facilitator



## Proposed updates from Environmental Consultant (Occupation 234312)

### Recommended updates

234312 Environmental Consultant (existing)

1. Retain occupation
2. Remove alternative titles – Environmental Auditor; Environmental Officer
3. Update lead statement – include all non-government sectors such as not-for-profit organisations

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>234312 Environmental Consultant</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Environmental Adviser</li> <li>• Environmental Auditor</li> <li>• Environmental Officer</li> </ul> <p>Analyses and advises on policies guiding the design, implementation and modification of government or commercial environmental operations and programs.</p> <p>Skill Level: 1</p>	<p>234312 Environmental Consultant</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Environmental Adviser</li> </ul> <p>Analyses and advises on policies and practices guiding the design, implementation and modification of government or non-government environmental operations and programs.</p> <p>Environmental Officers are excluded from this occupation. Environmental Officers are included in Occupation 234311 Conservation Officer.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• prepares environmental impact assessments for a wide range of development projects</li> <li>• proposes solutions to mitigate the environmental impact of development projects</li> <li>• reviews, develops, improves and implements environmental management strategies</li> <li>• provides advice to improve the sustainability performance of organisations</li> <li>• advises government and non-government organisations on environmental best practice</li> </ul>



## Proposed updates from Environmental Research Scientist (Occupation 234313)

### Recommended updates

#### 234313 Environmental Research Scientist (existing)

1. Retire occupation and replace with two proposed occupations – 234315 Ecologist and 234316 Environmental Research Scientist

#### 234315 Ecologist (proposed)

2. Create occupation from 234313 Environmental Research Scientist
3. Add principal title – Ecologist
4. Add lead statement
5. Assign skill level 1

#### 234316 Environmental Research Scientist (proposed)

6. Create occupation from 234313 Environmental Research Scientist
7. Add principal title – Environmental Research Scientist
8. Add alternative title – Environmental Scientist
9. Add lead statement
10. Assign skill level 1
11. Add specialisation – Water Quality Analyst

All occupations include adding tasks.







## Details of the proposed update

Existing	Proposed	
<p>234313 Environmental Research Scientist</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Environmental Scientist</li> </ul> <p>Studies and develops policies and plans for the control of factors which may produce pollution, imbalance in or degradation of the environment.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Air Pollution Analyst</li> <li>Ecologist</li> <li>Land Degradation Analyst</li> <li>Water Quality Analyst</li> </ul>	<p>234315 Ecologist</p> <p>Studies the relationships between living organisms and the environment around them and develops plans for the restoration, preservation and enhancement of biodiversity.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>studies interactions such as competition, cooperation and predation between species</li> <li>investigates local and global ecosystems, including how species respond to environmental challenges and climate change</li> <li>develops, plans and conducts field research and ecological monitoring surveys</li> <li>utilises remote sensing and modelling to track ecosystems and predict the impact of biodiversity shifts in natural systems</li> <li>researches how changes in habitat connectivity and patterns of natural and human disturbance impact species and biodiversity over time</li> <li>provides advice on ecological restoration practices to repair ecosystems that have been degraded or damaged through natural processes or activities such as agriculture, construction, forestry and mining</li> <li>plans, conducts and monitors reintroductions of locally extinct species</li> </ul>	<p>234316 Environmental Research Scientist</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Environmental Scientist</li> </ul> <p>Researches environmental phenomena and studies and develops policies and plans for the control of adverse environmental factors and the protection, effective management, restoration and recovery of the environment.</p> <p>Ecologists are excluded from this occupation. Ecologists are included in Occupation 234315 Ecologist.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>studies, records and analyses atmospheric conditions, demographic characteristics and air, mineral, soil and water samples</li> <li>examines the impact of human activity on the environment and creates plans to reduce these impacts</li> <li>investigates the source of adverse environmental factors such as air and water pollution and land degradation</li> <li>develops conservation and environmental rehabilitation plans to prevent, reduce or remediate the impacts of activities such as agriculture, construction, forestry and mining</li> <li>develops and leads environmental sustainability projects</li> </ul>



## Existing

## Proposed

		<ul style="list-style-type: none"> <li>plans, conducts and manages environmental research and monitoring projects</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Water Quality Analyst</li> </ul>
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## Proposed updates from Park Ranger (Occupation 234314)

### Recommended updates

#### 234314 Park Ranger (existing)

1. Retire occupation and replace with two occupations – 234317 Aboriginal and Torres Strait Islander Land and Sea Ranger and 234318 Park Ranger

#### 234317 Aboriginal and Torres Strait Islander Land and Sea Ranger (proposed)

2. Create occupation from 234314 Park Ranger
3. Add principal title – Aboriginal and Torres Strait Islander Land and Sea Ranger
4. Add alternative title – Indigenous Australian Land and Sea Ranger
5. Add lead statement
6. Assign skill level 1

#### 234318 Park Ranger (proposed)

7. Create occupation from 234314 Park Ranger
8. Add principal title – Park Ranger
9. Add lead statement
10. Assign skill level 1

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>234314 Park Ranger</p> <p>Assists in controlling a State or national park, scenic area, historic site, nature reserve, recreation area or conservation reserve in accordance with authorised policies and priorities.</p> <p>Skill Level: 1</p> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Aboriginal and Torres Strait Islander Land and Sea Ranger</li> </ul>	<p>234317 Aboriginal and Torres Strait Islander Land and Sea Ranger</p> <p>Combines traditional ecological knowledge with conservation training and western science to protect and manage land, sea and culture on the lands and waters on which they are culturally authorised to operate.</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Indigenous Australian Land and Sea Ranger</li> </ul> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>undertakes biodiversity monitoring and threatened species management programs using scientific techniques coupled with traditional ecological and cultural knowledge</li> <li>conducts cultural burning and wildfire suppression</li> <li>shares traditional skills and knowledge in partnership with research, education, philanthropic and commercial organisations to contribute to environmental research and activities</li> <li>engages with visitors and community groups to facilitate traditional knowledge transfer and increase cultural awareness</li> </ul>	<p>234318 Park Ranger</p> <p>Assists in managing a state or national park, recreation area, public or private conservation reserve, marine park, scenic area, historic site, nature reserve or protected area in accordance with authorised policies and priorities.</p> <p>Aboriginal and Torres Strait Islander Land and Sea Rangers are excluded from this occupation. Aboriginal and Torres Strait Islander Land and Sea Rangers are included in Occupation 234317 Aboriginal and Torres Strait Islander Land and Sea Ranger.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>implements policies and organises activities in designated parks and other areas to conserve and protect natural and cultural heritage</li> <li>participates in management planning by providing environmental information and making inventories of plants, animals and items of cultural and heritage significance</li> <li>constructs, installs and maintains park assets such as management trails, signage, walking tracks and visitor facilities</li> <li>undertakes pest and weed, marine debris and fire management programs and</li> </ul>



## Existing

## Proposed

Existing	Proposed	
	<ul style="list-style-type: none"> <li>• provides cultural and heritage site management</li> <li>• undertakes weed and feral animal control and environmental regeneration activities</li> <li>• monitors waters and controls marine debris such as ghost nets</li> <li>• may participate in biosecurity and fisheries compliance activities</li> </ul>	<ul style="list-style-type: none"> <li>• may participate in wildfire responses</li> <li>• conducts rehabilitation, restoration and threatened species management programs to conserve and maintain park values and assets</li> <li>• provides visitor services and education about the park environment</li> <li>• monitors for and reports on activities such as illegal fishing or timber gathering</li> <li>• may undertake compliance and enforcement activities</li> </ul>



## Proposed updates from 234411 Geologist (Occupation 234411)

### Recommended updates

#### 234411 Geologist (existing)

1. Retain occupation
2. Update lead statement – include the study of planetary bodies and space exploration
3. Remove specialisations – Marine Geologist; Palaeontologist
4. Add specialisations – Engineering Geologist; Exploration Geologist; Geochemist; Mine Geologist; Petrophysicist; Project Geologist; Research Geologist

All occupations include adding tasks.





## Details of the proposed update

### Existing

234411 Geologist

Studies the composition, structure and other physical attributes of the earth to increase scientific knowledge and to develop practical applications in fields such as mineral exploitation, civil engineering, environmental protection and rehabilitation of land after mining.

Skill Level: 1

Specialisations:

- Marine Geologist
- Palaeontologist

### Proposed

234411 Geologist

Studies the composition, structure and other physical attributes of the Earth or other planetary bodies to increase scientific knowledge and to develop practical applications in fields such as mineral exploitation, civil engineering, space exploration, environmental protection and rehabilitation of land after mining.

Skill Level: 1

Main Tasks:

- studies physical attributes of the surface and subsurface of the Earth or other planetary bodies
- studies the different chemical and physical processes involved in the evolution of the Earth or other planetary bodies
- collects Earth or planetary materials and analyses their composition, structure and other physical properties
- studies and analyses the properties of reservoirs and deposits of resources, such as oil, gas, or minerals, to estimate their volumes and potential for extraction
- estimates how rocks, fossils and other geological materials formed and infers their age and the conditions they formed in
- builds an understanding of the evolution of the Earth or other planetary bodies and how it may impact upon people
- studies and monitors the effects of anthropogenic processes such as resource extraction on Earth or other planetary bodies

Specialisations:

- Engineering Geologist
- Exploration Geologist
- Geochemist
- Mine Geologist
- Petrophysicist
- Project Geologist
- Research Geologist



## Proposed updates from Geophysicist (Occupation 234412)

### Recommended updates

234412 Geophysicist (existing)

1. Retain occupation
2. Update lead statement – include the study of planetary bodies (in addition to Earth)
3. Remove specialisation – Seismologist

All occupations include adding tasks.







## Details of the proposed update

### Existing

234412 Geophysicist

Studies the composition, structure and other physical attributes of the earth, locates minerals, petroleum or ground water, and detects, monitors and forecasts seismic, magnetic, electrical, geothermal and oceanographic activity.

Skill Level: 1

Specialisations:

- Oceanographer
- Seismologist

### Proposed

234412 Geophysicist

Studies the composition, structure and other physical attributes of the Earth or other planetary bodies, locates materials such as minerals, petroleum, ground water, and detects, monitors and forecasts seismic, magnetic, electrical, geothermal and oceanographic activity.

Skill Level: 1

Main Tasks:

- studies, measures and analyses seismic, gravitational, electrical, thermal, magnetic forces and other physical attributes of the Earth or other planetary bodies
- designs and improves methods and procedures for geophysical measurement, data collection and data processing
- plans, analyses and assesses geophysical surveys to assist in locating and understanding water, petroleum and other mineral-bearing sources
- studies the internal structure of the Earth or other planetary bodies to understand their composition and predict volcanic and tectonic activity and their associated risks
- studies the physical conditions and processes of oceans such as density, temperature, water currents and the interactions of the atmosphere and the ocean

Specialisations:

- Oceanographer



## Proposed updates from Hydrogeologist (Occupation 234413)

### Recommended updates

234413 Hydrogeologist (existing)

1. Retain occupation
2. Update principal title from Hydrogeologist to Hydrologist
3. Update lead statement
4. Add specialisations – Hydrogeologist; Groundwater Modeller

All occupations include adding tasks.





## Details of the proposed update

### Existing

234413 Hydrogeologist

Monitors, measures, analyses and describes the earth's surface and groundwater resources and many aspects of the water cycle, including human use of water resources.

Skill Level: 1

### Proposed

234413 Hydrologist

Monitors, measures, analyses, models, describes and quantifies the Earth's underground and surface water systems and their interactions with the water cycle, including human use and management of water resources.

Skill Level: 1

#### Main Tasks:

- collects, analyses and interprets groundwater or surface water data
- studies the distribution and physical and chemical properties of surface water and groundwater
- identifies the location of groundwater reservoirs and other water bodies and assists in their exploration
- studies the quality of water and develops methods to ensure water is safe for human consumption or other applications
- assists in the planning and development of water supply to urban areas
- uses models to predict the impact of human activities such as mining and construction on groundwater and surface water, and advises on the avoidance or mitigation of those impacts

#### Specialisations:

- Hydrogeologist
- Groundwater Modeller



## Proposed updates from Life Scientist (General) (Occupation 234511)

### Recommended updates

234511 Life Scientist (General) (existing)

1. Retire occupation and merge residual with 234599 Life Scientists nec





## Details of the proposed update

### Existing

### Proposed

234511 Life Scientist (General)

Retired

Alternative Title:

- Biologist (General)

Studies the origin, anatomy, physiology, reproduction and behaviour of living organisms and the ways in which they interact with the environment in which they live.

Skill Level: 1





## Proposed updates from Biochemist (Occupation 234513)

### Recommended updates

234513 Biochemist (existing)

1. Retire occupation and merge residual with 234599 Life Scientists nec





## Details of the proposed update

Existing	Proposed
<p>234513 Biochemist</p> <p>Studies the biochemistry of living organisms and the molecular structure and function of related components.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"><li>• Enzyme Chemist</li><li>• Protein Chemist</li></ul>	<p>Retired</p>





## Proposed updates from Biotechnologist (Occupation 234514)

### Recommended updates

234514 Biotechnologist (existing)

1. Retain occupation
2. Update lead statement
3. Remove specialisations – Cell Geneticist; Molecular Geneticist
4. Add specialisation – Bioinformatician

All occupations include adding tasks.







## Details of the proposed update

### Existing

234514 Biotechnologist

Studies the anatomy, physiology and characteristics of living organisms and isolated biological molecules, and develops new materials for applying to a range of purposes.

Skill Level: 1

Specialisations:

- Cell Geneticist
- Molecular Biologist
- Molecular Geneticist

### Proposed

234514 Biotechnologist

Studies the anatomy, physiology, genetics and characteristics of living organisms and isolated biological molecules to improve or develop new products and processes in a wide range of industries including agriculture, food production and medicine.

Skill Level: 1

Main Tasks:

- studies, analyses and manipulates genes to develop new drugs
- analyses and models large datasets of molecular and genomic sequences to identify patterns
- researches, develops and creates new products in biotechnology
- identifies and improves industrial use of genetic attributes of cells and organisms
- uses computational methods to develop new or improve existing software tools and algorithms used in the analysis of large datasets of biological data
- researches, develops and improves biodegradable materials
- genetically modifies crops to improve pest resistance and increase productivity

Specialisations:

- Bioinformatician
- Molecular Biologist



## Proposed updates from Botanist (Occupation 234515)

### Recommended updates

234515 Botanist (existing)

1. Retain occupation
2. Remove specialisations – Plant Physiologist; Plant Taxonomist

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>234515 Botanist</p> <p>Studies the anatomy, physiology, biochemistry and ecology of plants.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Plant Pathologist</li> <li>• Plant Physiologist</li> <li>• Plant Taxonomist</li> </ul>	<p>234515 Botanist</p> <p>Studies the anatomy, physiology, biochemistry and ecology of plants.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• studies and researches the life cycle of plants</li> <li>• identifies, classifies and records plant species</li> <li>• identifies and studies diseases and disorders of plants</li> <li>• studies, researches and assesses the effect of environmental factors on plant growth and distribution</li> <li>• manages botanical collections</li> <li>• monitors plant populations and their distribution</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Plant Pathologist</li> </ul>



## Proposed updates from Microbiologist (Occupation 234517)

### Recommended updates

234517 Microbiologist (existing)

1. Retain occupation
2. Update lead statement – include the study of the impacts of microorganisms
3. Remove specialisation – Bacteriologist (Non-medical)

All occupations include adding tasks.





## Details of the proposed update

### Existing

234517 Microbiologist

Studies microscopic forms of life such as bacteria, viruses and protozoa.

Skill Level: 1

Specialisations:

- Bacteriologist (Non-medical)

### Proposed

234517 Microbiologist

Studies the growth and characteristics of microorganisms such as bacteria, viruses, algae, fungi and protozoa and the effect they might have on plants, animals and environment.

Medical Microbiologists are excluded from this occupation. Medical Microbiologists are included in Occupation 234611 Medical Laboratory Scientist.

Skill Level: 1

Main Tasks:

- studies microorganisms in a range of environments to learn about their behaviour
- studies, identifies and monitors physiological and morphological characteristics of microorganisms
- develops and improves methods to prevent the spread of disease
- studies, analyses and grows microbe cultures for use in the food and drink or agriculture industry
- tests and analyses food, drink and related manufacturing processes to identify contamination
- establishes process and safety standards for the processing of food to prevent spoilage and illness



## Proposed updates from Zoologist (Occupation 234522)

### Recommended updates

234522 Zoologist (existing)

1. Retain occupation
2. Update lead statement – provide clarity on exclusion of Entomologists from the Occupation

All occupations include adding tasks.





## Details of the proposed update

### Existing

234522 Zoologist

Studies the anatomy, physiology, characteristics, ecology, behaviour, and environments of animals.

Skill Level: 1

### Proposed

234522 Zoologist

Studies the anatomy, physiology, characteristics, ecology, behaviour, and environments of animals.

Entomologists are excluded from this occupation.  
Entomologists are included in Occupation 234521 Entomologist.

Skill Level: 1

#### Main Tasks:

- studies animal characteristics, development, physiology, behaviour and movement patterns in controlled and/or natural habitats
- studies the impact of human activity on animal life
- collects, analyses and records animal specimens
- assesses and manages wildlife populations and their habitat
- studies living and extinct animals in order to understand their evolution and behaviour
- researches any possible threats from disease and pollution in the animal life and their habitat



## Proposed updates from Meteorologist (Occupation 234913)

### Recommended updates

234913 Meteorologist (existing)

1. Retain occupation
2. Remove specialisation – Weather Forecaster

All occupations include adding tasks.







## Details of the proposed update

### Existing

234913 Meteorologist

Studies the physics and dynamics of the atmosphere to increase understanding of weather and climate, and to forecast changes in the weather and long-term climatic trends.

Skill Level: 1

Specialisations:

- Climatologist
- Weather Forecaster

### Proposed

234913 Meteorologist

Studies the physics and dynamics of the atmosphere to increase understanding of weather and climate, and to forecast changes in the weather and long-term climatic trends.

Skill Level: 1

Main Tasks:

- analyses and interprets weather data gathered from different sources like meteorological stations, radars and satellite imagery
- studies and analyses historical weather patterns to understand long-term trends and predict future climate scenarios
- provides short to medium-term weather forecasts to the general public
- studies the impact of weather on the environment and effects of human activity on the climate
- develops, tests and improves mathematical and computer models of the weather and climate
- prepares and issues warnings for atmospheric phenomena such as cyclones, storms, floods or other hazards to life and property

Specialisation:

- Climatologist



## Proposed updates from Chemistry Technician (Occupation 311411)

### Recommended updates

311411 Chemistry Technician (existing)

1. Retain occupation
2. Update principal title from Chemistry Technician to Chemical Technician
3. Remove alternative title – Chemistry Technical Officer
4. Update lead statement – include exclusion statement for Fire Assayer
5. Remove specialisations – Chemical Instrumentation Officer; Chemical Process Analyst; Petroleum Laboratory Technician; Sugar Laboratory Assistant

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>311411 Chemistry Technician</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Chemistry Technical Officer</li> </ul> <p>Performs laboratory tests on organic and inorganic chemicals, analyses test data and carries out technical functions in support of Chemists or Chemical Engineers in a wide variety of areas such as fuels, agricultural products, food, pharmaceuticals, paints, metals, plastics, textiles, detergents, paper, fertilisers, and cosmetics.</p> <p>Skill Level: 2</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Chemical Instrumentation Officer</li> <li>Chemical Process Analyst</li> <li>Chemistry Laboratory Technician</li> <li>Dairy Laboratory Technician</li> <li>Petroleum Laboratory Technician</li> <li>Sugar Laboratory Assistant</li> </ul>	<p>311411 Chemical Technician</p> <p>Performs laboratory tests on organic and inorganic chemicals, analyses test data and carries out technical functions in support of Chemists or Chemical Engineers in a wide variety of areas such as fuels, agricultural products, food, pharmaceuticals, paints, metals, plastics, textiles, detergents, paper, fertilisers, and cosmetics.</p> <p>Fire Assayers are excluded from this occupation. Fire Assayers are included in Occupation 312915 Metallurgical Technician.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>assists in setting up and conducting chemical experiments, tests and analysis on organic and inorganic chemicals according to existing procedures</li> <li>assists in the fabrication, installation and modification of chemistry equipment to ensure it meets standards</li> <li>collects samples from production batches and tests them for impurities and defects</li> <li>sets up and maintains chemistry laboratory equipment, instruments and inventory</li> <li>assists in monitoring the quality of products and processes at chemical manufacturing facilities to ensure they meet standards and specifications</li> <li>undertakes a limited range of technical activities to support chemical research</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Chemistry Laboratory Technician</li> <li>Dairy Laboratory Technician</li> </ul>



## Proposed updates from Earth Science Technician (Occupation 311412)

### Recommended updates

311412 Earth Science Technician (existing)

1. Retain occupation
2. Remove alternative title – Earth Science Technical Officer
3. Update lead statement – reflect that persons in this occupation support Earth Scientists
4. Remove specialisations – Geochemical Laboratory Technician; Geological Technician Officer; Seismology Technical Officer; Soil Science Technical Officer; Water Resources Technical Officer
5. Add specialisations – Geology Technician; Geotechnician

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>311412 Earth Science Technician</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Earth Science Technical Officer</li> </ul> <p>Collects and tests earth and water samples, records observations, and analyses data in support of Geologists or Geophysicists.</p> <p>Skill Level: 2</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Earth Science Laboratory Technician</li> <li>• Geochemical Laboratory Technician</li> <li>• Geological Technical Officer</li> <li>• Geoscience Laboratory Technician</li> <li>• Meteorological Observer</li> <li>• Seismology Technical Officer</li> <li>• Soil Science Technical Officer</li> <li>• Water Resources Technical Officer</li> </ul>	<p>311412 Earth Science Technician</p> <p>Collects and tests earth and water samples, records observations, and analyses data in support of Geologists, Geophysicists and other earth scientists.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• assists in the collection, preparation, testing and analysis of rock, soil and water samples</li> <li>• calibrates and maintains testing equipment used by earth scientists</li> <li>• assists Geologists, Geophysicists and other earth scientists in the analysis of data</li> <li>• supports earth scientists in practical field operations by planning field work, arranging access to sites and ensuring supplies and equipment are available for field surveys</li> <li>• conducts surveys on field sites and other areas of interest</li> <li>• collects, records and analyses weather conditions information</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Earth Science Laboratory Technician</li> <li>• Geology Technician</li> <li>• Geoscience Laboratory Technician</li> <li>• Geotechnician</li> <li>• Meteorological Observer</li> </ul>



## Proposed updates from Life Science Technician (Occupation 311413)

### Recommended updates

311413 Life Science Technician (existing)

1. Retain occupation
2. Remove alternative title – Life Science Technical Officer
3. Update lead statement – reflect that persons in this occupation support Medical Scientists
4. Remove specialisations – Botanical Technical Officer; Ecological Technical Officer; Forestry Technical Officer; Wood Technologist; Zoology Technical Officer
5. Add specialisations – Microbiology Analyst; Veterinary Technician

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>311413 Life Science Technician</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Life Science Technical Officer</li> </ul> <p>Identifies and collects living organisms and conducts field and laboratory studies in support of Life Scientists or Environmental Scientists.</p> <p>Skill Level: 2</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Biological Technical Officer</li> <li>Botanical Technical Officer</li> <li>Ecological Technical Officer</li> <li>Environmental Technical Officer</li> <li><b>Fisheries Technical Officer*</b></li> <li>Forestry Technical Officer</li> <li>Forestry Technician</li> <li>Wood Technologist</li> <li>Zoology Technical Officer</li> </ul>	<p>311413 Life Science Technician</p> <p>Identifies, collects and tests living organisms and conducts field and laboratory studies in support of Life Scientists, Medical Scientists or Environmental Scientists. Registration or licensing may be required.</p> <p>Fisheries Technical Officers are excluded from this occupation. Fisheries Technical Officers are included in Occupation 311114 Aquaculture or Fisheries Technician.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>assists in the collection and identification of living organisms</li> <li>assists in maintaining records of collected specimens</li> <li>assists with experiments conducted on living organisms and analysis of data collected about them</li> <li>provides technical services and support for scientists in several fields including biology, agriculture, and environmental science</li> <li>examines and collects body fluids or tissue from animals for scientific analysis or veterinary inspection</li> <li>observes and records the health and behaviour of animals in laboratories, veterinary clinics and agricultural settings</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Biological Technical Officer</li> <li>Environmental Technical Officer</li> <li>Forestry Technician</li> <li>Microbiology Analyst</li> <li>Veterinary Technician</li> </ul>

\*Fisheries Technical Officer is currently a specialisation of 311114 Aquaculture or Fisheries Technician (2021 ANZSCO update) and is incorrectly also shown as specialisation of 311413 Life Science Technician. This has been amended in 2023 (to correct this error).



## Proposed updates from Hydrographer (Occupation 311415)

### Recommended updates

311415 Hydrographer (existing)

1. Retain occupation
2. Add alternative title – Water Monitoring Officer

All occupations include adding tasks.







## Details of the proposed update

### Existing

311415 Hydrographer

Measures, analyses and maintains the flow and quality of water in rivers, lakes, stormwater and sewage, and surveys and maps oceans, seas and rivers.

Skill Level: 2

### Proposed

311415 Hydrographer

Alternative Title:

- Water Monitoring Officer

Measures, analyses and maintains the flow and quality of water in rivers, lakes, stormwater and sewage, and surveys and maps oceans, seas and rivers.

Skill Level: 2

Main Tasks:

- performs routine mathematical calculations and undertakes measurements for surveying and charting bodies of water
- installs, calibrates and maintains hydrography equipment
- assists in the collection of water surveying data such as coastline identification, bed relief or depth and heights of water in oceans, rivers or lakes using navigation systems
- measures the depth of water bodies and monitors turbidity and the accumulation of silt in them
- searches for underwater obstacles that could be hazards to navigation



## Proposed updates from Metallurgical or Materials Technician (Occupation 312912)

### Recommended updates

#### 312912 Metallurgical or Materials Technician (existing)

1. Retire occupation and replace with two proposed occupations – 312915 Metallurgical or Materials Technician; 312916 Non-Destructive Testing Technician

#### 312915 Metallurgical or Materials Technician (proposed)

2. Create occupation from 312912 Metallurgical or Materials Technician
3. Add principal title – Metallurgical or Materials Technician
4. Add lead statement
5. Assign skill level 2
6. Add specialisations – Fire Assayer; Welding Engineering Technician; Welding Inspector (Non-NDT)

#### 312916 Non-Destructive Testing Technician (proposed)

7. Create occupation from 312912 Metallurgical or Materials Technician
8. Add principal title – Non-Destructive Testing Technician
9. Add alternative title – NDT Technician
10. Add lead statement
11. Assign skill level 2

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	
<p>312912 Metallurgical or Materials Technician</p> <p>Tests techniques, procedures, applications of equipment and materials as part of processing and refining and/or research into metals, ceramics, polymers and other materials. Registration or licensing may be required.</p> <p>Skill Level: 2</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Non-destructive Testing Technician</li> <li>• Petroleum Products Laboratory Technician</li> <li>• Petroleum Refinery Laboratory Technician</li> <li>• Pressure Testing Technician</li> <li>• Ultrasound Technician</li> <li>• Welding Engineering Technician</li> </ul>	<p>312915 Metallurgical or Materials Technician</p> <p>Tests techniques, procedures, applications of equipment and materials as part of processing and refining and/or research into metals, ceramics, polymers and other materials.</p> <p>Non-Destructive Testing (NDT) Technicians are excluded from this occupation. Non-Destructive Testing Technicians are included in Occupation 312916 Non-Destructive Testing Technician.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• obtains, measures and prepares ore samples for testing</li> <li>• reviews and approves welding procedures</li> <li>• conducts metallurgical laboratory test work to troubleshoot performance and advise on how to improve manufacturing techniques</li> <li>• inspects, measures and assesses the quality and strength of welds to ensure they comply with standards and specifications</li> <li>• assists metallurgists and other professionals in the use of complex equipment for metal production</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Fire Assayer</li> <li>• Welding Engineering Technician</li> <li>• Welding Inspector (Non-NDT)</li> </ul>	<p>312916 Non-Destructive Testing Technician</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• NDT Technician</li> </ul> <p>Uses non-destructive testing (NDT) techniques to examine and test the functionality and performance of objects, structures, or materials without damaging or affecting their functionality. Registration or licensing may be required.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• uses non-destructive testing techniques to study the properties of materials and structures</li> <li>• uses non-destructive testing techniques to test materials at all stages of a manufacturing or construction process</li> <li>• tests and identifies products flaws and structural weaknesses using non-destructive testing techniques</li> <li>• conducts non-destructive tests to determine where corrosion may occur and how it will spread</li> <li>• calibrates and maintains non-destructive testing equipment</li> </ul>

# Statistical services

Follow links to:

- [Summary of consultation outcomes](#)
- Proposed updates from:
  - [224112 Mathematician](#)
  - [224114 Data Analyst](#)
  - [224115 Data Scientist](#)
  - [224116 Statistician](#)
  - [224311 Economist](#)

## About the focus area

The Statistical services focus area broadly covers the Mathematical Science Professionals industries. Occupations in this industry require specialised knowledge and skills to:

- understand and apply mathematical or statistical principles and techniques to inform and solve problems
- understand and apply analytical or scientific techniques for collecting, organising, and interpreting quantifiable data
- design methods to collect or gather data for statistical purposes
- interview people to collect data for statistical or market research purposes.



## Summary of consultation outcomes

### Statistical Services

A high level of engagement and valuable insights from stakeholders has been instrumental in shaping the ANZSCO updates for occupations within the Statistical Services focus area.

A series of roundtable sessions were conducted, providing a direct platform for professionals working in data analytics to share their feedback and expertise. In particular, these discussions delved into the intricacies of the data occupations, clarifying their roles, distinctions, and generating innovative ideas for their definition and classification.

Stakeholders expressed a clear need for updates to the lead statements, emphasising the need for contemporary language that aligns with the current labour market. The goal was to enhance readability and ensure that each occupation is precisely and specifically described.

One area of contention emerged regarding Occupation 224114 Data Analyst and its assigned skill level. Some stakeholders advocated for a downgrade from skill level 1 to 2, arguing that Data Analysts should be distinguished from Statisticians. However, this viewpoint was not supported by others, who firmly recommended retaining 224114 Data Analyst and the other data occupations within the focus area at skill level 1. These discussions offered a deeper understanding of the data occupations, their distinctions, and generated ideas for their improvement.

There was also strong support for data occupations to be added into a new Unit Group rather than classified within the Mathematical Science Professionals Unit Group. This request will be assessed as part of the classifications structure review.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

#### Accepted stakeholder change requests:

##### 224112 Mathematician (existing)

- Add specialisation – Quantitative Analyst.
- Remove specialisation – Operations Research Analyst.

##### 224114 Data Analyst (existing)

- Update lead statement to reflect contemporary language and enhance readability.

##### 224115 Data Scientist (existing)

- Update lead statement to give more clarity to the scope of the occupation.
- Add specialisation – Machine Learning Engineer.

##### 224116 Statistician (existing)

- Update lead statement to give more clarity to the scope of the occupation.
- Add specialisation – Statistical Analyst.
- Remove specialisations – Biometrician and Demographer.

##### 224311 Economist (existing)

- Update lead statement to include 'predicts trends' and improve readability.
- Add alternative title – Economic Consultant.
- Remove specialisations – Environmental Economist and Mineral Economist.





Postponed stakeholder change requests:

- Separate 261313 Software Engineer into new occupations Data Engineer and Data Architect.  
This is currently under review within the Computer System Design and Related Services focus area.
- Recommended structural changes for the classification have been noted and will be assessed as part of the comprehensive review process.





## Proposed updates from Mathematician (Occupation 224112)

### Recommended updates

224112 Mathematician (existing)

1. Retain occupation
2. Add specialisation – Quantitative Analyst
3. Remove specialisation – Operations Research Analyst

All occupations include adding tasks.





## Details of the proposed update

### Existing

224112 Mathematician

Develops and applies mathematical principles and techniques to solve problems in all areas of the sciences, engineering, technology, social sciences, business, industry and commerce.

Skill Level: 1

Specialisations:

- Operations Research Analyst

### Proposed

224112 Mathematician

Develops and applies mathematical principles and techniques to solve problems in all areas of the sciences, engineering, technology, social sciences, business, industry, and commerce.

Skill Level: 1

Main Tasks:

- conducts research to extend mathematical knowledge in areas such as algebra, geometry, probability, and logic
- applies mathematical theories and techniques to the solution of practical problems in business and management
- develops mathematical or statistical models of trends to be used for analysis or for software simulation
- performs computations and applies methods of numerical analysis to data
- addresses the relationships of quantities, magnitudes, and forms using numbers and symbols

Specialisations:

- Quantitative Analyst





## Proposed updates from Data Analyst (Occupation 224114)

### Recommended updates

224114 Data Analyst (existing)

1. Retain occupation
2. Update lead statement – reflect contemporary language and enhance readability

All occupations include adding tasks.





## Details of the proposed update

### Existing

224114 Data Analyst

Gathers, cleans, and interprets data by processing and applying information technology tools to transform, prepare and communicate results using interactive visualisations such as graphs and charts.

Skill Level: 1

### Proposed

224114 Data Analyst

Gathers, processes, analyses, and interprets data using data analytical tools. Communicates findings through reports and data visualisations, such as charts and infographics.

Skill Level: 1

Main Tasks:

- sets up processes to securely collect, store, process and validate data
- evaluates the accuracy and reliability of data
- analyses and interprets data to produce relevant statistics to describe and infer trends and patterns, solve problems and answer data-related queries
- applies data analytics and visualisation techniques to gain business insights
- prepares presentations and/or writes reports to communicate findings and support strategic decision making
- implements and/or follows data management processes to ensure data is used ethically and in compliance with data governance standards and strategies
- may write custom scripts and code in programming language to conduct analytical tasks



## Proposed updates from Data Scientist (Occupation 224115)

### Recommended updates

224115 Data Scientist (existing)

1. Retain occupation
2. Update lead statement – give more clarity to the scope of the occupation
3. Add specialisation – Machine Learning Engineer

All occupations include adding tasks.





## Details of the proposed update

### Existing

224115 Data Scientist

Applies analytical techniques and scientific procedures to large datasets by creating advanced algorithms and data models. Builds and deploys machine learning frameworks to obtain information for strategic planning and decision making.

Skill Level: 1

### Proposed

224115 Data Scientist

Applies analytical techniques and scientific procedures to datasets by creating algorithms and using statistical models. Builds and deploys analytics frameworks such as machine learning to obtain information for strategic planning and decision making.

Skill Level: 1

#### Main Tasks:

- prepares data for analysis, cleans data and recognises and overcomes data anomalies
- applies analytics techniques that incorporate mathematical, statistical, programming and database skills
- builds and deploys machine learning and artificial intelligence frameworks
- applies models to data, evaluates and adjusts model to discover trends and extract insights
- presents data-driven findings and outcomes to key decision makers and stakeholders
- provides strategic input and innovation to organisational data science initiatives

#### Specialisation:

- Machine Learning Engineer



## Proposed updates from Statistician (Occupation 224116)

### Recommended updates

224116 Statistician (existing)

1. Retain occupation
2. Update lead statement – give more clarity to the scope of the Occupation
3. Update specialisations – add Statistical Analyst and remove Biometrician

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>224116 Statistician</p> <p>Designs and applies statistical principles and techniques for collecting, organising, and interpreting quantifiable data, and uses statistical methodologies to produce statistical reports and analyses for government, commercial and other purposes. Registration or licensing may be required.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Biometrician</li> <li>• Biostatistician</li> <li>• Demographer</li> <li>• Epidemiologist</li> </ul>	<p>224116 Statistician</p> <p>Applies statistical principles to design experiments, surveys, and other quantitative studies. Uses statistical techniques to collect, organise, analyse, and interpret data. Uses and develops statistical methods to solve problems in all areas of the sciences, engineering, health, technology, social sciences, business, government, industry and commerce.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• evaluates, processes, analyses and interprets data</li> <li>• produces relevant statistics to describe and infer trends and patterns</li> <li>• applies models to experimental observations and adjusts and recasts the models</li> <li>• evaluates and describes the reliability and utility of source information</li> <li>• liaises with management and clients to determine the area to be surveyed or examined</li> <li>• plans and organises surveys and other statistical collections and designs questionnaires</li> <li>• reports significant differences in relationships among sources of data</li> <li>• uses numerical analysis methods to develop algorithms and perform computations</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>• Biostatistician</li> <li>• Demographer</li> <li>• Epidemiologist</li> <li>• Statistical Analyst</li> </ul>



## Proposed updates from Economist (Occupation 224311)

### Recommended updates

224311 Economist (existing)

1. Retain occupation
2. Update lead statement – include ‘predicts trends’ and improve readability
3. Add alternative title – Economic Consultant
4. Remove specialisation – Mineral Economist.

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>224311 Economist</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Economic Analyst</li> </ul> <p>Performs economic research and analysis, develops, and applies theories about production and distribution of goods and services and people's spending and financial behaviour, and provides advice to governments and organisations on economic policy issues.</p> <p>Skill Level: 1</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Agricultural Economist</li> <li>Econometrician</li> <li>Economic Forecaster</li> <li>Environmental Economist</li> <li>Health Economist</li> <li>Labour Market Economist</li> <li>Mineral Economist</li> <li>Taxation Economist</li> </ul>	<p>224311 Economist</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Economic Analyst</li> <li>Economic Consultant</li> </ul> <p>Researches and analyses the production and distribution of goods and services and people's spending and financial behaviour. Uses this information to predict trends, develop theories and provide advice to governments and organisations on economic policy matters.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>analyses relationships between economic variables and studying the effects of government fiscal and monetary policies, expenditure, taxation and other budgetary policies on the economy and the community</li> <li>researches, analyses and assesses the effects of labour market programs, industry policies and programs on economic growth, welfare, education and training</li> <li>investigates international and national economic situations, and particular features such as industries, regions and socioeconomic groups</li> <li>studies workplace issues such as enterprise bargaining and wage fixation, and the effect of workplace policies on productivity and economic growth</li> <li>analyses trends and advising on economic issues such as taxation levels, prices, employment and unemployment, imports and exports, and interest and exchange rates</li> <li>forecasts change in the economic environment for short-term budgeting, long-term planning and investment evaluation</li> <li>formulates recommendations, policies and plans for the economy, corporate strategies and investment</li> <li>monitors economic data to assess and advise on the effectiveness and suitability of monetary and fiscal policies.</li> </ul> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Agricultural Economist</li> <li>Econometrician</li> <li>Economic Forecaster</li> <li>Environmental Economist</li> <li>Health Economist</li> <li>Labour Market Economist</li> <li>Taxation Economist</li> </ul>



# Welfare and social assistance services

Follow links to:

- [Summary of consultation outcomes](#)
- Proposed updates from:
  - [134214 Welfare Centre Manager](#)
  - [272111 Careers Counsellor](#)
  - [272112 Drug and Alcohol Counsellor](#)
  - [272113 Family and Marriage Counsellor](#)
  - [272115 Student Counsellor](#)
  - [272199 Counsellors nec](#)
  - [272211 Minister of Religion](#)
  - [272612 Recreation Officer/Recreation Coordinator](#)
  - [272613 Welfare Worker](#)
  - [411711 Community Worker](#)
  - [411713 Family Support Worker](#)
  - [411716 Youth Worker](#)
  - [423411 Child or Youth Residential Care Assistant](#)
  - [423412 Hostel Parent](#)
  - [423413 Refuge Worker](#)

## About the focus area

The Welfare and social assistance services focus area broadly covers the Welfare industry.

Occupations in this industry require specialised knowledge and skills to:

- provide information on vocational, relationship, social and educational difficulties and issues, and work with people to help them to identify and define their emotional issues through therapies such as cognitive behaviour therapy, interpersonal therapy, and other talking therapies
- provide support, information, and advice to clients on emotional, financial, recreational, health, housing, and other social welfare matters, and evaluate and coordinate the services of welfare and community service agencies
- provide care and supervision for children and young people in residential and institutional facilities
- provide care and support to people in refuges.



## Summary of consultation outcomes

### Welfare and social assistance services

Occupations within scope of the Welfare and social assistance services focus area covered a diverse range of skill levels, attracting the interest of stakeholders from various sectors and backgrounds. The engagement brought together representatives from different Government entities, industry, researchers, and skill assessment authorities, ensuring a comprehensive and well-rounded perspective.

The proposed updates encompass a range of changes to various occupations, and stakeholders played a crucial role in shaping these modifications. For instance, stakeholders advocated for the separation of Rehabilitation Consultant from 272114 Rehabilitation Counsellor as the tasks performed by both roles were considered mutually exclusive. Stakeholder input also significantly contributed to refining the lead statements and main tasks for this occupation.

Throughout the consultation process, stakeholder feedback regarding principal titles of some occupations was taken into careful consideration to align them more accurately with their respective skill levels. For instance, there were requests to refrain from using the term 'support worker' for an occupation with skill level 1. Along a similar vein, it was noted that Recreation Officers were more likely to possess certificate qualifications rather than degrees, prompting the adjustment of the skill level from 1 to 3 and removal of 'coordinator' from the principal title. This effort was aimed at enhancing clarity and precision within the classification, making it more responsive to industry needs.

Stakeholders also suggested capturing family, domestic, and sexual violence occupations separately and as result Occupation 272613 Welfare Worker has been replaced with five new Occupations – Child Protection Practitioner, Family Violence Practitioner, Financial Counsellor (Community), Mental Health Worker, and Welfare Worker.

Overall, the collaborative efforts with stakeholders resulted in a comprehensive set of updates that better aligns ANZSCO with current industry needs, reflecting the diverse range of professions within the focus area.

Each submission was assessed against the [ANZSCO Assessment Criteria](#).

### Accepted stakeholder change requests:

#### 134214 Welfare Centre Manager

- Remove alternative title – Welfare Project Manager

#### 272111 Careers Counsellor

- Change principal title to Careers advisor, which was proposed as an alternative title by a stakeholder.
- Include alternative title Careers coach for Careers advisor.
- Include task - identifies local artistic issues, needs and problems through community consultation.
- Include task- plans, develops and implements arts and cultural development initiatives and programs in collaboration with diverse groups within the community.
- Include task - develops and maintains links and partnerships with community-based organisations and local artists.
- Include task - evaluates data, prepares and coordinates reports such as submissions requesting funding for continuing programs and new projects.
- Include task - fosters an inclusive environment to assist artistic and cultural pursuits in the community to thrive.



## 272112 Drug and Alcohol Counsellor

- Use contemporary terminology and include terms such as 'alcohol and other drugs' in place of 'drug and alcohol'.
- Include alternative title - Alcohol and other drugs clinician.

## 272199 Counsellors nec.

- Remove Life Coach as the occupation does not necessarily require Skill Level 1.

## 272612 Recreation Officer/Recreation Coordinator

- Remove term 'coordinator' from principal title.
- Change to skill level 3.

## 272613 Welfare Worker

- Retire occupation and replace with five occupations – Child Protection Practitioner, Family Violence Practitioner, Financial Counsellor (Community), Mental Health Worker, and Welfare Worker.

## 411711 Community Worker

- Include Multicultural Community Worker as a specialisation.
- Create new occupation with principal title Community Development Officer.

## 411716 Youth Worker

- Create a separate occupation Youth Justice Worker.
- Include task - assists youth to access education programs and training to increase employability.
- Include task - monitors and reports on programs and may report on progress of individual.

## 423411 Child or Youth Residential Care Assistant

- Combine with Occupation 411715 Residential Care Officer

### For proposed occupations:

#### Child Protection Practitioner

- Create occupation from 272613 Welfare Worker
- Include principal title: Child Protection Officer or Child Protection Practitioner.
- Add alternative titles: Child Protection Case Worker; Child Protection Officer; Child Protection Worker; Child Safety Officer

#### Family Violence Practitioner

- Create occupation from 272613 Welfare Worker.

#### Financial Counsellor (Community)

- Create occupation from 272613 Welfare Worker.

#### Mental Health Worker

- Create occupation from 272613 Welfare Worker.
- Include alternative title Mental Health Recovery Worker

#### Welfare Worker

- Create occupation from 272613 Welfare Worker.

#### Youth Justice Worker

- Create occupation from 411706 Youth Worker.

#### Community Development Officer

- Create occupation from 411711 Community Worker.



## Postponed stakeholder change requests:

### 272112 Drug and Alcohol Counsellor

- Include alternatives titles: Forensic AOD Clinician, Specialist Psychologists and Psychiatrists, Specialist AOD Researchers and Specialist AOD Policy Manager.
- Will be assessed in the Allied Health occupation focus area in the next round of public consultation.





## Proposed updates from Welfare Centre Manager (Occupation 134214)

### Recommended updates

134214 Welfare Centre Manager (existing)

1. Retain occupation
2. Remove alternative title – Welfare Project Manager

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>134214 Welfare Centre Manager</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Welfare Project Manager</li> </ul> <p>Plans, organises, directs, controls and coordinates a centre, program or project concerned with social welfare support.</p> <p>Skill Level: 1</p>	<p>134214 Welfare Centre Manager</p> <p>Plans, organises, directs, controls and coordinates a centre, program or project concerned with social welfare support.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>provides overall direction and management for a service, facility, organisation or centre</li> <li>devises and establishes projects for services such as healthcare, housing, employment, education and training, and culture and recreation based on clients' needs</li> <li>monitors and evaluates resources devoted to health, welfare, recreation, housing, employment, training and other community facilities and centres</li> <li>controls administrative operations such as budget planning, report preparation, expenditure on supplies, equipment and services for a welfare centre</li> <li>liaises with community and social workers to determine what services are required by clients</li> <li>coordinates programs, activities and welfare services to contribute to maintaining a positive and healthy community and reflect the educational, recreational, sporting and leisure activity needs of individuals</li> </ul>





## Proposed updates from Careers Counsellor (Occupation 272111)

### Recommended updates

272111 Careers Counsellor (existing)

1. Retain occupation
2. Update principal title from Careers Counsellor to Careers Advisor
3. Add alternative titles – Career Development Practitioner, Career Practitioner, Career Coach, Careers Consultant, Careers Counsellor
4. Update lead statement with contemporary language

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>272111 Careers Counsellor</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Careers Adviser</li> </ul> <p>Provides individuals and groups with information about career choices and assists individuals with self-development.</p> <p>Skill Level: 1</p>	<p>272111 Careers Advisor</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>• Career Development Practitioner</li> <li>• Career Practitioner</li> <li>• Career Coach</li> <li>• Careers Consultant</li> <li>• Careers Counsellor</li> </ul> <p>Assists individuals and groups in managing their careers, making occupational and educational decisions and skill development.</p> <p>Student Services Advisers are excluded from this occupation. Student Services Advisers are included in Occupation 272103 Student Services Adviser.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• advises individuals with educational, occupational, employment and career options</li> <li>• assists individuals in developing job-seeking strategies, resumes, applications, interviewing skills, and career portfolios</li> <li>• utilises career assessment instruments where appropriate to assist individuals in identifying their interests, skills, values, aptitudes and abilities</li> <li>• advises students with career planning and assists to make informed decisions for pathways following school completion</li> <li>• facilitates and delivers workshops and programs to a diverse range of individuals and groups</li> <li>• develops and facilitates programs for career education and occupational training</li> <li>• consults with educators, training providers, community organisations, government agencies, businesses and employers</li> <li>• assists individuals in navigating career transitions and locating industry immersion placements</li> <li>• liaises with employers to identify job opportunities and help jobseekers to connect with potential employers</li> <li>• prepares reports and maintains client records</li> </ul>







## Proposed updates from Drug and Alcohol Counsellor (Occupation 272112)

### Recommended updates

272112 Drug and Alcohol Counsellor (existing)

1. Retain occupation
2. Update principal title from Drug and Alcohol Counsellor to Alcohol and Other Drugs Counsellor
3. Add alternative titles – Drug and Alcohol Counsellor; Alcohol and Other Drugs Clinician
4. Update lead statement – include substance abuse and addiction

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>272112 Drug and Alcohol Counsellor</p> <p>Provides support and treatment for people with drug and alcohol dependency problems, develops strategies which assist them to set goals and affect and maintain change, and provides community education. May work in a call centre.</p> <p>Skill Level: 1</p>	<p>272112 Alcohol and Other Drugs Counsellor</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Alcohol and Other Drugs Clinician</li> <li>Drug and Alcohol Counsellor</li> </ul> <p>Provides support and treatment for people struggling with substance abuse and addiction, identifies underlying causes of addiction, develops coping strategies to manage change, and provides community education. May work in a call centre.</p> <p>Skill Level: 1</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>assesses substance abuse and alcohol consumption history</li> <li>provides individual and group counselling sessions to help the individual understand the underlying causes of addiction and overcome the addiction</li> <li>provides education and resources to individuals about the risks and consequences of substance abuse</li> <li>facilitates referrals to healthcare professionals or community resources such as detoxification programs and support groups</li> <li>monitors progress and supports individuals to stay on track with their treatment plans</li> </ul>



## Proposed updates from Family and Marriage Counsellor (Occupation 272113)

### Recommended updates

272113 Family and Marriage Counsellor (existing)

1. Retain occupation
2. Update principal title from Family and Marriage Counsellor to Family and Relationship Counsellor
3. Update lead statement – include phrase ‘overcoming difficulties in personal relationships’
4. Update specialisation – remove Family Court Counsellor

All occupations include adding tasks.





## Details of the proposed update

### Existing

272113 Family and Marriage Counsellor

Assists individuals, couples and families with marriage and relationship difficulties. May work in a call centre.

Skill Level: 1

Specialisation:

- Family Court Counsellor

### Proposed

272113 Family and Relationship Counsellor

Assists individuals, couples and families with overcoming difficulties in personal relationships and improving their overall quality of life.

Skill Level: 1

Main Tasks:

- conducts counselling interviews with individuals, couples, and family groups
- undertakes intakes and assessments, including risk assessments and screening
- assists with the understanding and adjustment of attitudes, expectations, and behaviour to develop more effective interpersonal and marital relationships
- provides a range of interventions to families post-separation who are experiencing various levels of conflict and are unable to reach agreements regarding parenting arrangements for their children and the distribution of property
- supports the referral process while engaging with community agencies and service providers
- facilitates relationship education courses



## Proposed updates from Student Counsellor (Occupation 272115)

### Recommended updates

272115 Student Counsellor (existing)

1. Retain occupation
2. Add alternative title – Student Wellbeing Officer

All occupations include adding tasks.





## Details of the proposed update

### Existing

272115 Student Counsellor

Alternative Title:

- School Counsellor

Provides information and assistance to students, parents and teachers about a wide range of matters such as students' personal problems, learning difficulties and special requirements.

Skill Level: 1

### Proposed

272115 Student Counsellor

Alternative Titles:

- School Counsellor
- Student Wellbeing Officer

Provides information and assistance to students, parents and teachers about a wide range of matters such as students' personal problems, learning difficulties and special requirements.

Student Services Advisers are excluded from this occupation. Student Services Advisers are included in Occupation 272103 Student Services Adviser.

Skill Level: 1

Main Tasks:

- conducts individual and group counselling sessions with students to address academic, emotional and social concerns to enhance student wellbeing and create a supportive and nurturing learning environment
- develops and implements counselling and educational programs to promote students' mental health, resilience and wellbeing
- collaborates with teachers and parents to identify and address issues that may impact students' wellbeing
- analyses student behaviour, especially those with special needs, and assists parents and teachers in managing these needs



## Proposed updates from Counsellors nec (Occupation 272199)

### Recommended updates

272199 Counsellors nec (existing)

1. Retain occupation but separate out one proposed occupation – Student Services Adviser

272103 Student Services Adviser (proposed)

2. Create occupation from 272199 Counsellors nec
3. Add principal title
4. Add alternative titles – Student Adviser; Student Services Officer
5. Add lead statement
6. Assign skill level 1

All occupations include adding tasks.





## Details of the proposed update

### Existing

272199 Counsellors nec

This occupation group covers Counsellors not elsewhere classified. Occupations in this group may work in a call centre.

Skill Level: 1

Occupations in this group include:

- Gambling Counsellor
- Grief Counsellor
- Life Coach
- Sexual Assault Counsellor / Sexual Abuse Counsellor
- Trauma Counsellor

### Proposed

272103 Student Services Adviser

Alternative Titles:

- Student Adviser
- Student Services Officer

Assists post-secondary education students to achieve their academic and personal goals by providing a wide range of services and support.

Careers Counsellors and Student Counsellors are excluded from this occupation. Careers Counsellors are included in Occupation 272111 Careers Counsellor. Student Counsellors are included in Occupation 272115 Student Counsellor.

Skill Level: 1

Main Tasks:

- provides guidance and support to post-secondary education students on a range of issues including academic and personal issues
- provides information and guidance on financial aid and scholarship opportunities
- assists students with administrative procedures such as registration, enrolment, withdrawal and academic appeals
- coordinates student accommodation services and student support programs such as peer mentoring
- organises and facilitates orientation programs to help new students become acclimated to campus life
- may support international students with visa requirements, cultural adjustments and academic advising





## Proposed updates from Minister of Religion (Occupation 272211)

### Recommended updates

272211 Minister of Religion (existing)

1. Retain occupation
2. Update principal title from Minister of Religion to Religious Leader
3. Add alternative title – Minister of Religion
4. Update specialisations – add Clergy, Granthi, Pastor, Salvation Army Commissioned Officer and remove Salvation Army Officer

All occupations include adding tasks.





## Details of the proposed update

### Existing

272211 Minister of Religion

Performs spiritual functions associated with beliefs and practices of a religious faith, and provides motivation, guidance and training in religious life for the people of a congregation or parish, and the wider community. This occupation requires high levels of personal commitment and interest as well as, or in place of, formal qualifications or experience. Registration or licensing may be required.

Skill Level: 1

Specialisations:

- Aboriginal Ceremonial Celebrant
- Chaplain
- Imam
- Monk
- Priest
- Rabbi
- Salvation Army Officer

### Proposed

272211 Religious Leader

Alternative Title:

- Minister of Religion

Performs spiritual functions associated with beliefs and practices of a religious faith, and provides motivation, guidance and training in religious life for the people of a congregation or parish, and the wider community. This occupation requires high levels of personal commitment and interest as well as, or in place of, formal qualifications or experience. Registration or licensing may be required.

Skill Level: 1

Main Tasks:

Note: the main tasks of this Occupation may vary according to the practices and teachings of their religious doctrine.

- nurtures people in their spiritual development and discipleship by providing spiritual and moral guidance
- administers rites of faiths such as marriages, funerals and special memorial services according to tradition and ecclesiastical and civil law
- performs administrative tasks for a religious community
- prepares and delivers sermons and preachings to members of a religious faith
- develops and imparts religious education programs
- conducts and leads services and ceremonies for religious festivals and holy days

Specialisations:

- Aboriginal Ceremonial Celebrant
- Chaplain
- Clergy
- Granthi
- Imam
- Monk
- Pastor
- Priest
- Rabbi
- Salvation Army Commissioned Officer



## Proposed updates from Recreation Officer/Recreation Coordinator (Occupation 272612)

### Recommended updates

272612 Recreation Officer/Recreation Coordinator (existing)

1. Retain occupation
2. Update principal title from Recreation Officer/Recreation Coordinator to Recreation Officer
3. Add alternative titles – Activities Officer; Sport and Recreation Officer
4. Remove alternative title – Recreation Adviser
5. Update lead statement – include ‘to promote physical, social and emotional wellbeing within communities’
6. Update skill level to 3

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>272612 Recreation Officer/Recreation Coordinator</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Recreation Adviser</li> </ul> <p>Plans, organises and coordinates recreation facilities and programs through organisations such as local governments, schools, church bodies and youth organisations.</p> <p>Skill Level: 1</p>	<p>272612 Recreation Officer</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Activities Officer</li> <li>Sport and Recreation Officer</li> </ul> <p>Plans, organises and coordinates recreation facilities and programs through various organisations such as local governments, schools, religious bodies and youth organisations to promote physical, social and emotional wellbeing within communities.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>assists to establish and administers neighbourhood houses, community groups, employment training programs and other services</li> <li>organises and promotes local sporting, social, recreational, cultural and educational activities and programs in local community groups</li> <li>assists and supports individuals to participate in community activities</li> <li>researches and identifies issues of local need, concerns and aspirations through community consultation</li> <li>delivers integrated projects, plans and policies that guide the management and use of open spaces, sportsgrounds and recreational facilities</li> <li>organises point of sale and hire agreements, and provides information to staff, sporting teams, and community and corporate groups on matters relating to community sport, grounds and reserves</li> <li>provides training and support to staff including voluntary workers running groups in halls, schools and places of worship</li> <li>may evaluate the effectiveness of programs and activities, and uses this information to provide feedback for the improvement and development of programs</li> </ul>



## Proposed updates from Welfare Worker (Occupation 272613)

### Recommended updates

#### 272613 Welfare Worker (existing)

- Retire occupation and replace with five occupations – 272614 Child Protection Practitioner; 272615 Family Violence Practitioner; 272616 Financial Counsellor (Community); 272617 Mental Health Worker and 272618 Welfare Worker.

#### 272614 Child Protection Practitioner (proposed)

- Create occupation from 272613 Welfare Worker
- Add principal title
- Add alternative titles – Child Protection Case Worker; Child Protection Officer; Child Protection Worker; Child Safety Officer
- Add lead statement
- Assign skill level 2

#### 272615 Family Violence Practitioner (proposed)

- Create occupation from 272613 Welfare Worker
- Add principal title
- Add alternative titles – Family and Domestic Violence Support Worker; Family Support Practitioner; Family Violence Case Manager; Family Violence Worker
- Add lead statement
- Assign skill level 2

#### 272616 Financial Counsellor (Community) (proposed)

- Create occupation from 272613 Welfare Worker
- Add principal title
- Add lead statement
- Assign skill level 2
- Add specialisation – Rural Financial Counsellor

#### 272617 Mental Health Worker (proposed)

- Create occupation from 272613 Welfare Worker
- Add principal title
- Add alternative title – Mental Health Recovery Worker
- Add lead statement
- Assign skill level 2





- Add specialisation – Psychosocial Support Worker

272618 Welfare Worker (proposed)

- Create occupation from 272613 Welfare Worker
- Add principal title
- Add alternative title – Welfare Officer
- Add lead statement
- Assign skill level 2

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed	Proposed	Proposed	Proposed	Proposed
<p>272613 Welfare Worker</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Welfare Case Worker</li> </ul> <p>Assists individuals, families and groups with social, emotional or financial difficulties to improve quality of life, by educating and supporting them and working towards change in their social environment.</p> <p>Skill Level: 1</p>	<p>272614 Child Protection Practitioner</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Child Protection Case Worker</li> <li>Child Protection Officer</li> <li>Child Protection Worker</li> <li>Child Safety Officer</li> </ul> <p>Supports children, young people and families by delivering statutory child protection services including assessment, intervention, casework and case management in accordance with legislation and practice guidelines.</p>	<p>272615 Family Violence Practitioner</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Family and Domestic Violence Support Worker</li> <li>Family Support Practitioner</li> <li>Family Violence Case Manager</li> <li>Family Violence Worker</li> </ul> <p>Assists individuals and families experiencing violence to be safe by assessing home life, establishing and implementing safety and intervention plans and providing ongoing support.</p>	<p>272616 Financial Counsellor (Community)</p> <p>Assists individuals, families and groups by assessing financial situations and supports them by creating plans with a focus on resolving financial difficulties and improving their skills to develop financial stability.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>supports individuals in the community to resolve or alleviate financial stress</li> <li>creates assessments of financial situations and</li> </ul>	<p>272617 Mental Health Worker</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Mental Health Recovery Worker</li> </ul> <p>Assists individuals, families and groups with a range of mental health conditions and those experiencing emotional difficulties, distress and crisis. Supports and empowers clients to improve their quality of life.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>assesses needs of individuals, families and groups and supports them with recovery</li> </ul>	<p>2726178 Welfare Worker</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Welfare Officer</li> </ul> <p>Assists individuals, families and groups with difficulties by providing support, information and advice on social welfare matters and evaluates and coordinates the services of welfare and community service agencies.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>assists and supports individuals and families experiencing difficulties to access resources available to them</li> </ul>



## Existing

## Proposed

	<p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>conducts child safety assessments and develops, implements, monitors and reviews safety plans for individuals or families</li> <li>delivers relevant interventions to ensure child safety in accordance with legislation and practice guidelines</li> <li>reviews and maintains case work for individuals and families to ensure continued protection</li> </ul>	<p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>conducts family violence risk assessments and establishes, implements, monitors and reviews case plan objectives and goals</li> <li>delivers relevant interventions aimed at increasing safety and wellbeing of the family members of victim survivors</li> <li>provides in-home support to vulnerable and complex families who are experiencing high-risk family violence</li> <li>facilitates referrals to relevant agencies.</li> </ul>	<p>assists with resolutions if necessary</p> <ul style="list-style-type: none"> <li>provides information and options to address financial problems, and advocates and negotiates with creditors where required</li> <li>improves financial capabilities and resilience by fostering improved use and management of money including pathways to safe and affordable credit</li> <li>facilitates referrals to other useful services in the community and provides information about government assistance</li> <li>relays relevant information about</li> </ul>	<p>planning by helping them manage and adapt to the complex challenges of mental health</p> <ul style="list-style-type: none"> <li>provides coaching to increase recovery skills and personal capacity including motivation, strengths, resilience and decision-making</li> <li>provides counselling to individuals or groups and advocates for access to necessary services and resources</li> <li>develops and facilitates referrals to other useful services in the community</li> <li>prepares reports and maintains client records</li> <li>develops new services and mental health community programs,</li> </ul>	<ul style="list-style-type: none"> <li>advises individuals on rights and entitlements to social security payments and services</li> <li>assesses at-risk individuals and families and provides intensive short-term crisis counselling for victims</li> <li>assists to establish relationships with neighbourhood houses, community groups, employment training programmes and other services to members of the community</li> <li>refers clients to welfare support services</li> <li>prepares reports and maintains client records</li> </ul>
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Existing	Proposed				
	<ul style="list-style-type: none"> <li>participates in individual and group supervision sessions</li> <li>liaises with community groups and refers individuals for child safety education programmes and other related services</li> <li>may attend court proceedings for relevant cases.</li> </ul>		<p>consumer credit and bankruptcy</p> <ul style="list-style-type: none"> <li>provides community training sessions on financial literacy and wellbeing.</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Rural Financial Counsellor</li> </ul>	<p>and educates families and community groups about mental health issues</p> <ul style="list-style-type: none"> <li>connects individuals to relevant services and activities in the community</li> <li>may assist with making appointments and accompanying individuals to appointments or therapy sessions.</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>Psychosocial Support Worker</li> </ul>	



## Proposed updates from Community Worker (Occupation 411711)

### Recommended updates

#### 411711 Community Worker (existing)

1. Retire occupation and replace with four proposed occupations – 411723 Aged Care Coordinator; 411724 Community Development Officer; 411725 Community Support Worker; 411726 Housing Officer.

#### 411723 Aged Care Coordinator (proposed)

2. Create occupation from 411711 Community Worker
3. Add principal title
4. Add alternative title – Home Care Coordinator
5. Add lead statement
6. Assign skill level 3

#### 411724 Community Development Officer (proposed)

7. Create occupation from 411711 Community Worker
8. Add principal title
9. Add alternative titles – Community Development Coordinator; Community Development Worker
10. Add lead statement
11. Assign skill level 2
12. Add specialisation – Multicultural Community Development Worker

#### 411725 Community Support Worker (proposed)

13. Create occupation from 411711 Community Worker
14. Add principal title
15. Add alternative titles – Community Services Worker; Community Worker; Service Coordinator
16. Add lead statement
17. Assign skill level 2
18. Add specialisation – Mental Health Peer Recovery Support Worker

#### 411726 Housing Officer (proposed)

19. Create occupation from 411711 Community Worker
20. Add principal title
21. Add alternative title – Housing Services Officer
22. Add lead statement
23. Assign skill level 2

All occupations include adding tasks.



## Details of the proposed update

Existing	Proposed			
<p>11711 Community Worker</p> <p>Facilitates community development initiatives and collective solutions within a community to address issues, needs and problems associated with recreational, health, housing, employment and other welfare matters.</p> <p>Skill Level: 2</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Community Development Officer</li> <li>Community Support Worker</li> <li>Housing Officer</li> </ul>	<p>411723 Aged Care Coordinator</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Home Care Coordinator</li> </ul> <p>Plans and organises person-centric services for older people in a residential aged care facility or person's home to improve quality of life.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>supports families and provides education and care for persons in home and residential aged care facilities</li> <li>monitors and reports on the progress of clients and patient care plans</li> <li>evaluates clients' needs and plans, and develops and implements</li> </ul>	<p>411724 Community Development Officer</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Community Development Coordinator</li> <li>Community Development Worker</li> </ul> <p>Assesses the social and wellbeing needs of individuals and families to develop programs, organisations and services to meet the needs of the community.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>identifies, develops and coordinates support programs, projects or services to address the needs of the community</li> <li>establishes and administers neighbourhood houses, community groups,</li> </ul>	<p>411725 Community Support Worker</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Community Services Worker</li> <li>Community Worker</li> <li>Service Coordinator</li> </ul> <p>Facilitates and assists with the delivery of community development and education programs within a community to address issues, needs and problems associated with recreational, health, employment and other welfare matters.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>provides practical and emotional support to individuals and families, referrals to available resources and emergency supplies such as food vouchers</li> <li>assesses individuals' and families' needs by planning,</li> </ul>	<p>411726 Housing Officer</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>Housing Services Officer</li> </ul> <p>Assists individuals and families experiencing housing difficulties to find suitable solutions. Provides support, information and advice on entitlements and coordinates with other agencies to improve quality of life.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>provides individually tailored and person-centred support to deliver safe, secure, suitable and affordable housing to improve individuals' and families' wellbeing</li> <li>advises on rights and entitlements to ensure requirements for providing</li> </ul>



Existing	Proposed			
	<p>educational, training and support programs</p> <ul style="list-style-type: none"> <li>• facilitates access to clinical services and health practitioners</li> <li>• interviews clients and assesses the nature and extent of their abilities</li> <li>• provides practical and emotional support to individuals</li> <li>• complies with relevant policies to optimise safety and wellbeing of clients</li> </ul>	<p>programs and other services to members of the community</p> <ul style="list-style-type: none"> <li>• establishes activity programs to assist community connectivity and encourage community participation</li> <li>• develops stakeholder partnerships to enhance community engagement and participation for all individuals</li> <li>• implements and promotes policies and strategies to ensure access to recreation and development programs, and inclusion for all members of the community</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>• Multicultural Community Development Worker</li> </ul>	<p>implementing and accessing relevant educational, training and support programs</p> <ul style="list-style-type: none"> <li>• assesses community needs and resources for health, welfare, housing, employment, training and other facilities and services</li> <li>• raises awareness in the community and advocates for groups of people that require additional assistance to establish community connectivity</li> <li>• educates individuals to gain life skills to enable independent living and informs them of available support resources</li> <li>• identifies and provides resolutions to immediate issues such as lack of housing, mental health crises and other health emergencies</li> </ul>	<p>accommodation and housing standards are met</p> <ul style="list-style-type: none"> <li>• refers clients to appropriate sources of accommodation and income support</li> <li>• ensures that accommodation is suited to the needs of particular groups such as older people and persons with additional requirements</li> <li>• develops, implements and delivers housing programs for at-risk and low-income individuals and families</li> <li>• organises emergency accommodation</li> <li>• prepares reports and maintains client records</li> </ul>



Existing	Proposed			
			<ul style="list-style-type: none"> <li>• assists individuals and families to be actively involved in their local community and engage in meaningful opportunities to promote healthy active living</li> <li>• coordinates mobile voluntary services such emergency food response or delivery of food in community programs</li> <li>• provides transport to appointments, programs or recreational activities</li> <li>• supports individuals and families with recovery planning, goal setting and access to mental health services</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>• Mental Health Peer Recovery Support Worker</li> </ul>	



## Proposed updates from Family Support Worker (Occupation 411713)

### Recommended updates

411713 Family Support Worker (existing)

1. Retain occupation
2. Add alternative titles – Family Case Worker; Family Services Worker; Family Support Officer
3. Update lead statement – include contemporary language to describe the occupation

All occupations include adding tasks.





## Details of the proposed update

### Existing

### Proposed

411713 Family Support Worker

Assists the work of Social Workers and Welfare Workers by providing services and support to families.

Skill Level: 2

411713 Family Support Worker

Alternative Titles:

- Family Case Worker
- Family Services Worker
- Family Support Officer

Provides advice and support to children, young people and families with diverse needs, within the home environment and community in a culturally safe manner.

Social Workers and Welfare Workers are excluded from this Occupation. Social Workers are included in Occupation 272511 Social Worker. Welfare Workers are included in Occupation 272621 Welfare Worker.

Skill Level: 2

Main Tasks:

- identifies families who require additional support and provides internal/external referrals
- ensures families can access appropriate services and encourages families and individuals with particular needs to participate in informal discussion, counselling or support groups
- assists and collaborates with Social and Welfare Workers to develop holistic plans by establishing family assessments, safety plans, goals and interventions to ensure safety and wellbeing and empower families towards positive change
- liaises and collaborates with Case Workers and Case Work Managers to ensure high quality service delivery and provides updates regarding any issues and problem solves with them
- assists with transporting clients to services and appointments
- encourages parents to join community groups and playgroups
- supports and advocates for the appropriate clinical care of mothers, babies and the wider family group
- supports children being cared for by foster carers



## Proposed updates from Youth Worker (Occupation 411716)

### Recommended updates

#### 411716 Youth Worker (existing)

1. Retire occupation and replace with two proposed occupations – 411717 Youth Justice Worker; 411718 Youth Worker.

#### 411717 Youth Justice Worker (proposed)

2. Create occupation from 411716 Youth Worker
3. Add principal title
4. Add alternative titles – Youth Correctional Officer; Youth Custodial Officer; Youth Justice Officer
5. Add lead statement
6. Assign skill level
7. Add specialisation – Youth Detention Worker

#### 411718 Youth Worker (proposed)

8. Create occupation from 411716 Youth Worker
9. Add principal title
10. Add alternative titles – Youth Case Worker; Youth Development Officer; Youth Officer; Youth Support Worker
11. Add lead statement
12. Assign skill level

All occupations include adding tasks.







## Details of the proposed update

Existing	Proposed	
<p>411716 Youth Worker</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Youth Officer</li> <li>Youth Support Worker</li> </ul> <p>Assists young people as individuals or groups to solve social, emotional and financial problems in an agency framework.</p> <p>Skill Level: 2</p> <p>Specialisations:</p> <ul style="list-style-type: none"> <li>Juvenile Justice Officer</li> <li>Youth Accommodation Support Worker</li> <li>Youth Liaison Officer</li> </ul>	<p>411717 Youth Justice Worker</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Youth Correctional Officer</li> <li>Youth Custodial Officer</li> <li>Youth Justice Officer</li> </ul> <p>Supports young people in a correctional setting to improve their education, work skills, maintain family links and assist them with integration into the community.</p> <p>Prison Officers and Residential Youth Workers are excluded from this occupation. Prison Officers are included in Occupation 442111 Prison Officer. Residential Youth Workers are included in Occupation 411722 Residential Youth Worker.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>assists with the implementation of education, rehabilitation and other programs to enable re-integration into the community</li> <li>engages individuals in education and recreational activities through active participation, encouragement and mentoring</li> <li>develops age-appropriate living and domestic skills and helps establish healthy personal hygiene routines</li> <li>engages with young people, conducts risk assessments, and undertakes searches and monitors behaviours</li> <li>helps develop positive family relationships, supports young</li> </ul>	<p>411718 Youth Worker</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Youth Case Worker</li> <li>Youth Development Officer</li> <li>Youth Officer</li> <li>Youth Support Worker</li> </ul> <p>Assists young people as individuals or groups to solve social, emotional and financial problems in an agency framework.</p> <p>Residential Youth Workers and Youth Justice Workers are excluded from this occupation. Youth Justice Workers are included in Occupation 411717 Youth Justice Worker. Residential Youth Workers are included in Occupation 411722 Residential Youth Worker.</p> <p>Skill Level: 2</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>interviews and assesses individuals needs, advises on entitlements and rights and refers to agencies and programs that can provide additional assistance</li> <li>provides support and responds to young people experiencing immediate issues, stress or crisis such as lack of housing, mental health crises and other health emergencies</li> <li>empowers young people to achieve goals and steer their life in a positive direction and engage in meaningful opportunities to enable independent living</li> </ul>



## Existing

## Proposed

	<p>people to be involved in their communities and engages with employment services</p> <ul style="list-style-type: none"> <li>• understands the youth justice system, relevant legislation, processes and procedures and establishes and maintains positive and productive working arrangements with a range of stakeholders</li> <li>• supervises detainees in transit between courts, prisons and other facilities</li> </ul> <p>Specialisation:</p> <ul style="list-style-type: none"> <li>• Youth Detention Worker</li> </ul>	<ul style="list-style-type: none"> <li>• assists youth access education programs and training to increase employability</li> <li>• organises and supervises social, recreational and educational activities in local youth groups to assist young people fulfil their potential as individuals and be actively involved in their local community</li> <li>• may monitor and report on the progress of individuals</li> </ul>
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## Proposed updates from Child or Youth Residential Care Assistant (Occupation 423411)

### Recommended updates

423411 Child or Youth Residential Care Assistant (existing)

1. Retire occupation and merge residual based on skill level

NB 423411 Child or Youth Residential Care Assistant has been moved to 411715 Residential Care Officer (proposed new occupation 411722 Residential Youth Worker).





## Details of the proposed update

### Existing

423411 Child or Youth Residential Care Assistant

Retired

Provides care and supervision for children and young people living in residential or institutional facilities such as group homes and correctional institutions. Registration or licensing may be required.

Skill Level: 3





## Proposed updates from Hostel Parent (Occupation 423412)

### Recommended updates

423412 Hostel Parent (existing)

1. Retain occupation
2. Update principal title from Hostel Parent to Boarding Supervisor
3. Add alternative titles – Boarding House Parent; Boarding House Supervisor; Boarding School Supervisor
4. Update lead statement – remove reference to hostels

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>423412 Hostel Parent</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>House Parent</li> </ul> <p>Provides care and supervision for children and young people living in residential facilities such as boarding school residential colleges and hostels. Registration or licensing may be required.</p> <p>Skill Level: 4</p>	<p>423412 Boarding Supervisor</p> <p>Alternative Titles:</p> <ul style="list-style-type: none"> <li>Boarding House Parent</li> <li>Boarding House Supervisor</li> <li>Boarding School Supervisor</li> <li>House Parent</li> </ul> <p>Provides care and supervision for children and young people living in residential facilities such as boarding school residential colleges.</p> <p>Residential Youth Workers are excluded from this occupation. Residential Youth Workers are included in Occupation 411722 Residential Youth Worker.</p> <p>Skill Level: 4</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>plans and supervises activities to enhance the physical, social, emotional and intellectual development of children and young people in residential care</li> <li>contributes to the provision of a quality welfare and education service to children and young people in residential facilities</li> <li>develops and coordinates recreational, social and educational programs for residents</li> <li>provides pastoral care and liaises with parents of the residents with regard to the individual progress of their child</li> <li>ensures residents adhere to set guidelines with regards to daily schedules, school attendance, meals and other domestic activities</li> <li>maintains discipline and reinforces appropriate behaviour standards</li> <li>manages boarding processes, policies and procedures in line with residential facility's guidelines</li> <li>ensures a safe and secure environment that creates a friendly atmosphere by promoting trust and confidence in residents</li> </ul>



## Proposed updates from Refugee Worker (Occupation 423413)

### Recommended updates

423413 Refugee Worker (existing)

1. Retain occupation
2. Add alternative title – Support Worker (Refuge House)

All occupations include adding tasks.





## Details of the proposed update

Existing	Proposed
<p>423113 Refuge Worker</p> <p>Provides services and support to people seeking assistance in a refuge.</p> <p>Skill Level: 3</p>	<p>423113 Refuge Worker</p> <p>Alternative Title:</p> <ul style="list-style-type: none"> <li>• Support Worker (Refuge House)</li> </ul> <p>Provides services and support to people seeking assistance in a refuge.</p> <p>Skill Level: 3</p> <p>Main Tasks:</p> <ul style="list-style-type: none"> <li>• assists individuals, families, refugee and asylum seekers with provision of crisis/refuge accommodation (including short or medium term) and provides support to access relevant resources</li> <li>• ensures security of refuge</li> <li>• admits into refuge individuals and families who are homeless as a result of family and domestic violence and/or crisis in emergency situations</li> <li>• provides emotional support to residents of refuges</li> <li>• advises individuals and families about health and welfare resources and assistance, and refers them to relevant professionals</li> <li>• provides assistance to access and transition to appropriate accommodation options particularly youth housing, family reconciliation, private rental and public housing</li> <li>• advocates for and supports individuals and families</li> </ul>