





Core Skills:

Public Policy Analysis:

Understand how to analyze and evaluate public policies and their impact on communities and organizations.

Government Regulations:

Familiarize yourself with the regulatory framework governing public administration and safety functions in Australia.

Legislative Knowledge:

Stay informed about relevant laws, statutes, and regulations that apply to public administration, safety, and public services.

Communication Skills:

Develop effective written and verbal communication skills for engaging with colleagues, the public, and stakeholders.

Project Management:

Acquire project management skills for planning, executing, and evaluating public programs and initiatives.

Data Analysis and Research:

Enhance your ability to gather and analyze data, conduct research, and use evidence-based decision-making.

Budgeting and Financial Management:

Learn budgeting, financial planning, and fiscal management skills for government programs and departments.

Policy Development:

Understand the process of policy development, from proposal to implementation, and consider the social, economic, and political implications of policies.

Strategic Planning:

Develop skills in strategic planning to set long-term goals and priorities for government agencies.

Leadership and Management:

Cultivate leadership skills for supervisory and managerial positions within public administration and safety organizations.

Skill tree tailored to the Public administration & safety industry, following the levels:

Level 1: Foundation Skills

Educational Foundation:

Enroll in a relevant bachelor's degree program (e.g., Public Administration, Public Policy, Criminology, Law, Social Science) at a university.

Level 2: Core Skills

Public Policy and Administration:

Develop a strong understanding of public policy development, government structures, and administrative principles.

Legislative Knowledge:

Gain knowledge of relevant laws, regulations, and government policies.

Communication Skills:

Enhance written and verbal communication skills for effective interaction with colleagues and the public.

Data Analysis and Research:

Learn data analysis techniques and research methodologies for evidence-based decision-making.

Level 3: Specialized Skills

Choose a Specialization:

Select a specific area within public administration and safety (e.g., public health, environmental management, law enforcement).

Technical Competence:

Develop technical skills relevant to your chosen specialization.

Policy Analysis:

Master policy analysis techniques to evaluate the impact and effectiveness of policies.

Budgeting and Financial Management:

Learn budgeting and financial management skills for government programs and departments.

Level 4: Advanced Skills

Advanced Education:

Consider pursuing a master's degree (e.g., MPA, MPP, MPH, MSW, MIR) to deepen your knowledge and expertise.

Certifications:

Obtain relevant certifications or licenses required for specific roles (e.g., legal qualifications for law enforcement).

Leadership and Management:

Develop leadership and management skills for supervisory or managerial positions within public administration.

Level 5: Practical Experience

Internships or Work Experience:

Secure internships or entry-level positions in government agencies, non-profits, or related organizations to gain practical experience.

Entry-Level Roles:

Begin your career in roles such as Administrative Assistant, Policy Analyst, or Junior Researcher.

Mentoring:

Seek mentorship from experienced professionals in your chosen field.

Level 6: Advanced Roles and Specialization

Client and Stakeholder Management:

Learn advanced client relationship management skills for complex interactions with constituents.

Project Management:

Gain project management skills for overseeing government projects and programs.

Legal Expertise (if relevant):

For roles in law enforcement or legal departments, develop legal knowledge and expertise.

Crisis Management:

Acquire crisis management skills for responding to emergencies effectively.

Level 7: Continuing Education and Career Progression

Continuing Education:

Stay informed about industry trends, policy developments, and emerging best practices through ongoing education.

Advanced Certifications:

Pursue advanced certifications or designations that enhance your expertise.

Management and Executive Roles:

Aim for higher-level administrative positions, such as Director of a Government Department or Agency.

Optional Major Advice:

Bachelor of Public Administration or Bachelor of Public Policy:

These programs focus on the principles of public administration, policy analysis, and government operations.

Bachelor of Laws (LLB):

A law degree can be valuable for individuals interested in public administration, as it provides a strong legal foundation.

Bachelor of Social Science (Criminology):

Ideal for those interested in public safety and criminal justice careers.

Bachelor of Environmental Science or Environmental Management:

Suitable for those looking to work in environmental protection and sustainability within the public sector.

Bachelor of Social Work or Bachelor of Human Services:

Relevant for roles involving social services, child welfare, and community development.

Bachelor of Business (Management):

Offers a broad understanding of management principles and organizational behavior, which are applicable to public administration.

Bachelor of Political Science:

Focuses on political processes, government structures, and public policy analysis.

Bachelor of Information Technology or Information Systems:

For individuals interested in technology and IT management roles within government agencies.

Bachelor of Economics:

Provides a strong foundation in economic principles, which are valuable for public policy analysis.

Bachelor of International Relations:

Relevant for roles involving international diplomacy and foreign affairs within the public sector.