

# START YOUR NEXT ADVENTURE

A guide for mature age job seekers



**TOURISM &  
HOSPITALITY**

WHERE ADVENTURE & OPPORTUNITY MEET

WESTERN AUSTRALIA

# ARE YOU READY TO START YOUR NEXT ADVENTURE?

Perhaps you have recently retired and are looking for something worthwhile to fill your time? Maybe you are contemplating retirement and wondering what steps to take next? Or you could be looking for a job but have been struggling to find the right fit.

This workbook has been designed with you in mind. Tourism WA has partnered with Life Time Wise, an organisation with extensive experience in employment services, to encourage older Western Australians to join the tourism and hospitality sector.

We know mature age people have so much to give and so many experiences to bring to the table, whether as an employee or a volunteer, but it can be hard to know where to start, especially if it's a completely new field for you.

The workbook guides you through some simple exercises so you can reflect on your interests, skills, knowledge and attributes and how those might be employed in the industry.

The questions are tailored to your stage in life and will help you understand what type of role would suit your skillset, personality and the kind of lifestyle you want for the next chapter.

**Let's start the journey.**



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# EXERCISE 1

## LIFE FACETS MAPPING TABLE

This exercise is designed to map where you are in life at the moment, reflect on what is important to you and whether you're giving those parts of your life the attention they deserve. You may, for example, have a responsibility that feels undesirable. Is there a way to make this more desirable?

Life component	Time (Hours averaged daily)	Feeling (What's desirable and undesirable)
Paid work		
Leisure		
Commute		
Housework		
Time with partner		
Time with children		
Time with friends		
Volunteering		
Caring (parents or other)		



Life component	Priority (Number 1 to 9 in order of importance, 1 being the highest)	Changes (What would you like to change, ie, make more desirable)
Paid work		
Leisure		
Commute		
Housework		
Time with partner		
Time with children		
Time with friends		
Volunteering		
Caring (parents or other)		

# EXERCISE 2

## VALUES

Our beliefs and underlying truths influence the way we live and set a solid foundation for shaping and improving our lives. They act as a compass when we make significant decisions.

This section is designed to help give you a better understanding of what makes you tick, what's important to you and why.

Think about the values you hold and what ones are the most important to you. List those values below, then rank them in order of importance on the right (1 being the most important and 10 being the least). You can write as many as you like.

You can also group them if they cross over substantially. For example, you might group 'honesty', 'trust' and 'decency' under the value of 'integrity'.

Value	Ranking

The next part of this exercise is to take the top four or five values and write a statement that explains what that value means to you. You can incorporate some of the grouped values into one sentence. For example, if you had *Integrity* as one of your highest ranked values, and you wanted to incorporate other values, the statement could look like:

***Integrity:*** *I know I am living my life with integrity when I am practising self-honesty and by being honest with others and myself, I create a strong level of trust with those I hold dear.*

Statement #1

Statement #2

Statement #3

Statement #4

Statement #5

# EXERCISE 3

## WORK AND IDENTITY

Our identity is often intertwined with our work, so much so it's often one of the first questions when you meet someone for the first time: What do you do for a living? It consumes so much of our life and our purpose, in fact, that we can lose sight of ourselves when we are no longer working. This exercise is designed to help you take stock of your relationship with work and how it might shape the next phase of your life.

### 1. FOR THOSE NO LONGER WORKING

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What comes to your mind when you think about work and your identity?

The following questions are key to better understanding how work has shaped your life and how it might influence working or volunteering in the tourism and hospitality sector.

- What did you like the most about your work?
- What did you least enjoy about your work?
- What do you miss the most?
- What did you miss the least?
- How did you feel when you had to leave work?
- What have you been doing since you finished working?
- How do you feel about not working?

While these are relatively simple questions, they bring with them decades of conditioning. For some people who really identified with work most of their sense of self was derived from this part of their life.

The aim of this section is to help release you from the idea that work is the main reason for feeling good about yourself. Even if you did not strongly derive a sense of self from work, it has influenced your life to some degree.



## EXERCISE

What was your most recent work?

What did you like the most about the work?

What did you least enjoy about your work?

What do you miss the most?

**What do you miss the least?**

**What have you been doing since you left paid work?**

**How do you feel now that your no longer working?**

**What about your working life do you think would help you find a role in the tourism and hospitality sector?**

## 2. FOR THOSE STILL WORKING

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What comes to your mind when you think about work and your identity?

The following questions are key to better understanding how your work will shape the next phase of your life, including working and or volunteering in the tourism and hospitality sector.

- **What do you like the most about your work?**
- **What do you least enjoy about your work?**
- **What will you miss the most?**
- **What will you miss the least?**
- **What are you planning to do when you leave paid work?**
- **Do you think your new lifestyle will fill the void left by work?**

While these are relatively simple questions, they bring with them decades of conditioning. For some people who really identified with work most of their sense of self was derived from this part of their life.

The aim of this section is to help release you from the idea that work is the main reason for feeling good about yourself. Even if you do not strongly derive a sense of self from work, it has influenced your life to some degree.

## EXERCISE

What is your current work?

What do you like the most about the work?

What do you least enjoy about your work?

**What do you think you will miss the most?**

**What do you think you will miss the least?**

**What are you going to do when you leave paid work?**

**What are you looking forward to the most when you retire?**

**What (apart from money) are you worried about when you retire?**

**What in your working life can help you find a role in the tourism and hospitality sector?**

# EXERCISE 4

## KNOWLEDGE MAPPING

The purpose of this exercise is to identify the knowledge, including social, cultural and structured knowledge, that you have acquired during your paid working (and non-working) life. By examining this more closely, we can see how you might be able to use this rich band of knowledge to your benefit in the tourism and hospitality sector in a way that helps provide you with purpose, meaning and connection.

### 1. FOR THOSE WHO HAVE RETIRED

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The purpose of these questions is to help you think about life now that paid work is no longer part of your weekly schedule.

This exercise will help you understand your talents and how and where you would like to apply them in the tourism and hospitality sector. There is some overlap between these questions and those in the Work and identity exercise.

The first seven questions focus on you and paid work (or self-employment). If paid work has been a large part of your identity, then you may need help to adjust to life after that has ended.

#### QUESTION 1

How long ago did you retire (from employment or self-employment)?

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#### QUESTION 2

What was the work you were doing when you retired?

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#### QUESTION 3

In your work, what were you good at?

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#### QUESTION 4

What was the most important part of your role?

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#### QUESTION 5

What did you learn through paid work that you now apply to your life?

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#### QUESTION 6

What (apart from money) do you miss about paid work?

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#### QUESTION 7

What do you miss the least about paid work?

Questions 8 to 20 are about helping you understand how you feel about this phase of your life, what your qualities are, and where and how you would like to get involved in the tourism and hospitality sector.

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**QUESTION 8**

What were you most looking forward to when you retired?

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**QUESTION 9**

What are you enjoying the most in retirement?

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**QUESTION 10**

What have been your most difficult experiences since you finished work?

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**QUESTION 11**

What leisure activities are you engaged in?

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**QUESTION 12**

Are your leisure choices restricted? If so, in what way?

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**QUESTION 13**

Are you volunteering? If so, where and what are you involved with?

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**QUESTION 14**

If you are not volunteering (or want to do more), are there any particular organisations or causes you have an interest in?

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**QUESTION 15**

What do you think you are good at?

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**QUESTION 16**

What do others say you are good at?

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**QUESTION 17**

Please list five of your personal values and describe what each one means to you (please include the relevant ones from exercise 2).

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**QUESTION 18**

What life skills, work-related knowledge, training and other attributes do you have that you think would be valuable to an employer in the tourism and hospitality sector?

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**QUESTION 19**

Please tell us what working conditions would suit you best, including:

- How long – ie, how many hours a day
  - How often – ie, how many days a week
  - Regularly or seasonally
  - Where – city, regions, or remote (name regional areas)
- 

**QUESTION 20**

What are you hoping will happen if you become involved in the tourism and hospitality sector?

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## 2. FOR THOSE LOOKING FOR WORK

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The purpose of these questions is to help you think about your life now that paid work is no longer part of your weekly schedule.

It will help you understand your talents and how and where you would like to apply them in the tourism and hospitality sector. There is some overlap between these questions and those in exercise 3.

The first seven questions focus on you and paid work (as an employee or self-employed). If paid work has been a large part of your identity, being unemployed for any length of time may affect your confidence to find work in the tourism and hospitality sector.

### QUESTION 1

How long have you been out of work?

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### QUESTION 2

What was the work you were doing when you had to leave?

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### QUESTION 3

In your work, what were you good at?

---

### QUESTION 4

What was the most important part of your role?

---

### QUESTION 5

What did you learn through paid work that you now apply to your life?

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### QUESTION 6

What (apart from money) do you miss about paid work?

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### QUESTION

What do you miss the least about paid work?



Questions 8 to 18 are about helping you understand how you feel about this phase of your life, what your qualities are and where and how you would like to get involved in the tourism and hospitality sector.

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**QUESTION 8**

What have been your most difficult experiences since you left paid work (as an employee or self-employed)?

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**QUESTION 9**

What leisure activities are you engaged in?

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**QUESTION 10**

Are your leisure choices restricted? If so, in what way?

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**QUESTION 11**

Are you volunteering? If so, where and what are you involved with?

---

**QUESTION 12**

If you are not volunteering (or want to do more), are there any particular organisations or causes you have an interest in?

---

**QUESTION 13**

What do you think you are good at?

---

**QUESTION 14**

What do others say you are good at?

---

**QUESTION 15**

Please list five of your personal values and describe what each one means to you (please include the relevant ones from exercise 2).

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**QUESTION 16**

What life skills, work-related knowledge, training and other attributes do you have that you think would be valuable to an employer in the tourism and hospitality sector?

---

**QUESTION 17**

Please tell us what working conditions would suit you best, including:

- How long – ie, how many hours a day
  - How often – ie, how many times a week or month
  - Regularly or seasonally
  - Where – city, regions, remote (please indicate what areas of the state would suit you best).
- 

**QUESTION 18**

What are you hoping will happen if you start work in the tourism and hospitality sector?

## 3. FOR THOSE READY TO RETIRE

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The purpose of asking these questions is to help you think about your life now that you are about to leave paid work.

This will help you understand your talents and how and where you would like to apply them in the tourism and hospitality sector. There is some overlap between these questions and those in exercise 3.

The first seven questions focus on you and paid work (as an employee or self-employed). If paid work has been a large part of your identity, this exercise will help you adjust to the next chapter of your life.

### QUESTION 1

When do you think you will retire?

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### QUESTION 2

What work are you doing?

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### QUESTION 3

In your work, what are you good at?

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### QUESTION 4

What is the most important part of your role?

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### QUESTION 5

What have you learnt through paid work that you now apply to your life?

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### QUESTION 6

What (apart from money) will you miss about paid work?

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### QUESTION 7

What will you miss the least about paid work?



Questions 8 to 19 are about helping you understand how you feel about this phase of your life, what your qualities are and where and how you would like to get involved in the tourism and hospitality sector.

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**QUESTION 8**

What are you most looking forward to when you retire?

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**QUESTION 9**

What do you think you will enjoy the most in retirement?

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**QUESTION 10**

What do you think will be the most difficult experiences when you finish work?

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**QUESTION 11**

What leisure activities are you engaged in?

---

**QUESTION 12**

Are your leisure choices restricted? If so, in what way?

---

**QUESTION 13**

Are you volunteering? If so, where and what are you involved with?

---

**QUESTION 14**

If you are not volunteering (or want to do more), are there any particular organisations or causes you have an interest in?

---

**QUESTION 15**

What do you think you are good at?

---

**QUESTION 16**

What do others say you are good at?

---

**QUESTION 17**

Please list five of your personal values and describe what each one means to you (please include the relevant ones from exercise 2).

---

**QUESTION 18**

Please tell us what working conditions would suit you best, including:

- How long - ie, how many hours a day
  - How often - ie, how many times a week or month
  - Regularly or seasonally
  - Where - city, regions or remote (please indicate what areas of the state)
- 

**QUESTION 19**

What are you hoping will happen if you start work in the tourism and hospitality sector?

# EXERCISE 5

## ATTRIBUTE MAPPING

The aim of this exercise is to create a reusable framework that best captures and demonstrates your attributes – in other words, what you and others feel you are good at, personally and professionally. This will help inform what direction you might take if you choose to pursue a role in tourism and hospitality.

<b>Attribute</b> (Can be personal or professional)	<b>Demonstration</b> (How it works in practice)	<b>Application</b> (Ways it could be used)
<i>For example, kindness</i>	<i>For example, I always treat people with kindness</i>	<i>For example, I can help diffuse difficult situations by treating everyone with kindness and asking for their perspective.</i>

<b>Attribute</b> (Can be personal or professional)	<b>Demonstration</b> (How it works in practice)	<b>Application</b> (Ways it could be used)

# EXERCISE 6

## LEISURE SURVEY

This exercise is designed to help you switch the narrative from a 'work ethic' to a 'leisure ethic'. If you loved your job, it might have felt like leisure to you, but for others leisure is the opposite of work. There are different types of leisure:

- Casual leisure – intrinsically rewarding, it requires no special training and is engaged in for pure enjoyment, such as walking, reading, watching TV
- Project leisure – short-term or infrequent but comprises a purposeful commitment, such as travel, house renovations or establishing a garden
- Serious leisure – This likely builds from casual or project leisure and develops into a more substantial and fulfilling activity, such as collecting, fishing, sport or volunteering for pleasure.

Reframing the way you think about paid work and leisure can help you find fulfilment in the tourism and hospitality sector.



## EXERCISE

Describe what leisure means to you.

What are your leisure activities?

What are you looking for in your leisure experiences?

**How do your leisure activities make you feel?**

**What are examples of casual leisure in your life?**

**What are examples of project leisure in your life?**

**What are examples of serious leisure in your life?**

**Does your work influence your choice of leisure and much you do?  
If so, how?**

**Does anything or anyone prevent or hinder your leisure experience?  
If so, how?**

**What is your ideal holiday? When was the last time you did this?**

**Is there a particular leisure activity you would like to undertake but don't at the moment? If so, what is the reason for not doing so?**

# EXERCISE 7

## REPURPOSE

Now that you have taken the time to explore your relationship to work and leisure and hopefully gained a better sense of self, it's time to think about how to best match your interests and attributes to your next adventure.

The following exercise is designed to help you apply the areas explored in previous sections to determine where your skills and interests might fit best in the tourism and hospitality industry. You might be surprised!

You can then apply this information to the array of [Tourism and Hospitality Job Profiles](#) and see how they align with those listed on the [Tourism WA Jobs page](#).

Questions	Answers
Do I want paid work or to volunteer my time and talent?	
Do I want full time, part time or casual work? How many hours a week ideally?	
What part of the State do I want to work in?	
What am I good at?	
What do I like to do?	

Questions	Answers
What am I interested in?	
How could I incorporate my leisure into a role in tourism and hospitality?	
When I think about working (or volunteering my time and talent) in the tourism and hospitality sector, how do I feel?	
If I found or created an opportunity I wanted, what would excite me the most?	
If I found or created an opportunity I wanted, what would concern me the most?	
What, if anything, is stopping me from my next adventure?	

# WELL DONE! YOU'RE CLOSER TO YOUR NEXT ADVENTURE.

We hope this workbook has helped you gain a better picture of how your skills, experience and personal preferences could be used to your advantage in the tourism and hospitality sector.

Being mature aged should not prevent you from continuing to do something you love. Rather, the knowledge and experience you have garnered over the years could open doors to a new opportunity in ways you might not have previously considered. This exciting industry could be the perfect place to do so.

**What's your next adventure going to be?  
See the available jobs at Tourism WA and start a new chapter.**



**VISIT**  
[westernaustralia.jobs](https://www.westernaustralia.jobs)



