

Central Coast Local Health District (CCLHD) Health Services – Aboriginal School Based Traineeship Program 2023 Intake Information Pack



Qualification: Certificate III in Health Services Assistance

Contact Details

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What is the School Based Traineeship Program?

The Central Coast Local Health District's (CCLHD) School Based Traineeship (SBT) Program commenced in 2014 as a targeted employment pathway program for local Aboriginal and Torres Strait Islander school students. The program provides Year 11 students (over Years 11 & 12) who are interested in a career in the health sector, the chance to gain valuable work skills and experience at CCLHD while still at school. It provides hands-on experience for students in various roles across administration, nursing, midwifery, and allied health over a two-year period.

At this stage, only traineeships in Nursing will be offered for the 2023 intake (for students starting Year 11 in 2023).

What is involved?

- Regular attendance at school (attend school 4 days per week)
- Complete a minimum of 100 days paid placement over two years
 - Usually, 1 day per week over the two year period
 - Placement is usually at either Gosford, Wyong, or Woy Woy hospitals
- Attend TAFE
 - Usually 2.5 hours after school, 1 day a week
- Complete assessments assigned by TAFE
- Carry out training and instructions as directed by your employer and workplace supervisor
- Signing of a Training Contract with CCLHD and Training Services NSW
- Mentoring, provided by an Aboriginal mentor to support you through your traineeship and help you plan for when you leave school
- Lots of fun and learning

All new NSW Health employees are required to have received three doses of the COVID-19 vaccine or have an approved medical contraindication certificate. You will be required to provide a record of your COVID-19 vaccination status if successful.

If I'm successful, what will I gain?

If successful, at the end of the 2 years you will gain:

- A nationally recognised VET qualification - Certificate III in Health Services Assistance (assisting in nursing work in acute care)
- Units towards your HSC that will contribute towards an ATAR
- Valuable work skills and experience
- A pathway from school to a career in the healthcare industry
- A better understanding of how the health system works and what career opportunities are available in health

Do I get paid?

- YES! The trainee wage is approximately \$8.80 per hour
- You will also be entitled to 2 sick days per year and 2 annual leave days per year
- A work day is usually 8 hours long and the hours of work are usually between 7:00am – 3:30pm

What is the role – SBT Nursing Health Services Assistant?

The Health Services Assistant Certificate III School Based Trainee is accountable for helping to provide a safe environment and high standard of care, under the supervision and direction of a Registered Nurse/Enrolled Nurse or Assistant in Nursing.

Some of the responsibilities are:

- Provide support to the nursing team in the delivery of nursing care in an acute care environment as directed by the Registered Nurse / Enrolled Nurse or Assistant in Nursing.
- Provide direct care activities to patients in accordance with the nursing care plan and under the supervision of a Registered Nurse / Enrolled Nurse or Assistant in Nursing.
- Contribute to collecting accurate health care information and maintaining accurate health care documentation as required.
- Communicate effectively to all members of the health care team displaying behaviours which demonstrate core values of honesty, collaboration and respect.
- Work collaboratively with all members of the Health care team to facilitate optimum patient care outcomes.
- Maintain patient /client confidentiality.
- Be reliable and punctual and attend scheduled work placements

Career pathways

Once you complete an Assistant in Nursing (AIN) qualification you are able to go on to further nursing studies and apply for recognition and a credit transfer towards other relevant qualifications such as the:

- Diploma of Nursing (Enrolled Nurse) or
- Bachelor of Nursing (Registered Nurse)

After successful completion of the traineeship, you can apply for AIN positions across the health sector.

The qualification is also a pathway to other assistant roles in healthcare such as aged care, allied health assistance or as an Aboriginal Health Worker or Practitioner.

If you decide to go onto university studies, there may be cadetship opportunities that will help further develop your skills and experience whilst getting paid whilst you study.

Who should apply?

SBT positions are targeted specifically for Aboriginal and/or Torres Strait Islander students who:

- Are in currently in Year 10 and who are continuing into Years 11 and 12 (commencing Year 11 in 2023)
- Have an interest in caring for others i.e. wanting to look after your community
- Are able to manage time with work, school commitments and TAFE
- Enjoy learning new things
- Are reliable, punctual, honest and be able to work well in a team environment
- Are committed to completing the traineeship program

This is a targeted position for Aboriginal and/or Torres Strait Islander young people, under the Government Sector Employment (GSE) Rule 26. GSE Rule 26 aims to improve employment opportunities and outcomes for Aboriginal and/or Torres Strait Islander peoples. Applicants must be of Aboriginal and/or Torres Strait Islander descent.

How to apply?

Information on how to apply will be provided soon.

In the meantime, if you are interested in applying or keen to know more about the school based traineeship program at CCLHD, please [complete the survey here](#) or scan QR code to express your interest. You will then receive emails regarding the SBT Program for the 2023 intake.



Things to think about and prepare before applying:

- Create/ update a copy of your resume
 - On your resume, please include details of two referees
 - With one being a teacher, year advisor, careers advisor, Aboriginal Education Officer or principal from your school
 - With the other being an employer referee or a personal referee
- Apply for a Tax File number – if you don't already have one
- Open a bank account in your name - if you don't already have one
- Get information together to corroborate your Aboriginality.

In the meantime, if you have any questions, please reach out to:

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