



Health  
Central Coast  
Local Health District



Caring for the Coast  
EVERY PATIENT EVERY TIME

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



## 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.

***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 \$8.65 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
- Can 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?

**Applications are now open!**

**Please apply through the following link:** <https://jobs.health.nsw.gov.au/cclhd/jobs/cclhd-school-based-trainee-aboriginal-targeted-nursing-health-service-assistant-166944>

Things to prepare for your application:

- Create/ update a copy of your resume
  - On your resume, please include details of two referees
    - One being someone from your school (e.g. a teacher, year advisor, careers advisor, Aboriginal Education Officer, SLSO) or principal)
    - One 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.  
For more information [click here](#).
- Get four Identification documents together from the below list:
  - One of either: Australian Birth Certificate or Passport
  - One of either: Drivers License or passport or proof of age care or student ID card
  - Two of either: Medicare Card, Student ID Card, Photo ID Card, Bank Card

If you have any questions, please reach out to:

Nathan Bramston, Aboriginal Workforce Development Consultant / SBT Coordinator

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If you'd like support with your application, please contact Bara Barang:

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