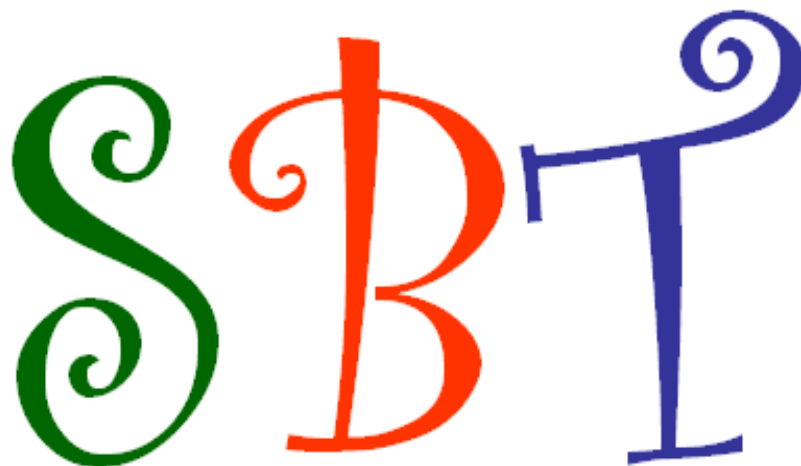


Hunter New England Health School Based Trainee Program 2013

Health Service Assistance (Acute Care)



HNESBTApplications@hnehealth.nsw.gov.au

2013 Program Information and Application Kit

Traineeship Information

About Hunter New England Local Health District (HNEH)

- The Hunter New England Local Health District (HNEH) provides care for approximately 840,000 people
- Provides health care to approximately 12% of the population of NSW and approximately 21% of the Aboriginal population
- Employs approximately 15,500 staff from numerous professional disciplines and support services
- Nursing and Midwifery makes up the majority of the professional workforce with careers in many areas including acute care, community, education, management and research
- HNEH is committed to employing and developing local people within teams that is representative of the communities in which we live, work and operate
- HNEH is committed to employing, developing and promoting young people in a career in health
- You may research more information about Hunter New England Local Health District at <http://www.hnehealth.nsw.gov.au/>

The School Based Trainee role

If your application is successful, you will commence your traineeship with HNEH working as a **School Based Trainee - Health Services Assistant**. Your responsibilities include:

- Assisting patients with activities of daily living including sponging and bathing
- Changing and making beds/cots
- Feeding people
- Assisting with pressure area care
- Transferring and positioning of patients
- Care of mouth, hair and nails
- Assisting patients with their mobility
- Weighing patients, measuring height and girth
- Taking patient observations as directed by the nurse in charge and recording same
- Follow all instructions of the Nurse Manager or Registered / Enrolled Nurse in charge of the ward

Training

You will learn how to do your job through comprehensive training at TAFE with ongoing development and support from the nursing team at your local facility. **As part of the Traineeship you will be required to complete a minimum of 100 shifts over two years which will need to be negotiated with your facility Nurse Manager or delegate.**

In addition you will be required to complete HNEH orientation and comply with the NSW Health immunisation policy prior to starting work.

Benefits of a traineeship

- Achieve a Nationally Recognised Qualification – Certificate 3 (Health Services Assistance)
- Provides a pathway from school to a career in nursing/health
- It's an opportunity to combine training and employment as you earn an income and gain experience
- The Health Services Assistance Certificate 3 contributes to your HSC ATAR
- Able to provide proof to potential future employers that you can perform the job
- You are supported by HNEH and partners to complete the program and move onto further study in nursing/health

Hunter New England Health is looking for applicants who are:

- Motivated to care for unwell people and their families
- Like to work as part of a team
- Able to enjoy learning new things
- Able to combine study, school and work at the same time
- Committed to completing the Program

How Do I Apply?

If you are interested in applying for a School Based Traineeship in Health Services Assistance (Acute Care) at a Hunter New England Health facility please

- Complete an Expression of Interest (EOI) letter stating which hospital you would prefer to complete your traineeship. Vacancies listed on page 4.
- Briefly explain how you meet and address the (6) selection criteria listed on page 6. You may demonstrate your suitability by stating how you do this at home, school or work.
- Attach your Curriculum Vitae / Resume to the application
- Have someone from your school (teacher, year advisor, careers advisor, principal) agree to be one of your referees for this application
- Send your completed application to HNESBTApplications@hnehealth.nsw.gov.au or mail to:

**SBT Applications
HNEH Nursing & Midwifery
PO Box 1743
Newcastle, NSW, 2300**

You will be contacted for an interview which you should attend with a parent or guardian. At this interview you will have the opportunity to demonstrate your suitability for the traineeship and will have the opportunity to have your questions answered.

Please ensure you bring to the interview sufficient original personal identification which may include but not limited to drivers licence, birth certificate, school ID, TAFE ID, passport, a Proof of Age card or NSW Photo Card (NSW RTA), Medicare Card, school records with name/DOB

If you have any questions about the traineeship please ring Martin Losurdo on 4924 6837. For a Position Description please email martin.losurdo@hnehealth.nsw.gov.au

Please note that applications for first round offers are open until **Sunday 09/09/2012**. It is envisaged that the successful applicant will commence mid-late February after completing infection control, hand hygiene and manual handling at your designated TAFE.

Closing Date 09/09/12 for first round offers

Traineeships available in Hospitals at:

Barraba	Merriwa
Belmont (STRAS Unit)	Moree
Bingara	Muswellbrook
Boggabilla / Moree	Narrabri
Boggabri	Quirindi
Cessnock	Rankin Park Hospital
Denman	Scone
Dungog	Singleton
Emmaville	Tamworth
Glen Innes	Tenterfield
Gloucester	Tingha
Gunnedah	Tomaree
Guyra	Walcha
Inverell	Wallsend (Aged Care)
John Hunter Hospital	Warialda
Kurri Kurri	Wee Waa
Maitland	Werris Creek
Manilla	Wingham
Manning	

