Maitland
Private Hospital

WELCOME TO MAITLAND PRIVATE HOSPITAL

This handout is designed to assist you to apply for the 2027 Mental Health New Graduate Registered Nurse Program at Maitland Private Hospital.

THE NEW GRADUATE NURSING PROGRAM

The program is highly competitive and it is guaranteed that there will be many more applicants than there are positions available. It is therefore necessary to be fully prepared prior to interview. Use this handout to ensure that you meet the application requirements and supply the required documentation with your application to ensure that you have the best chance of success.

MENTAL HEALTH STREAM

Our Mental Health New Graduate Registered Nurse Program will commence on 8/2/2027 and will consist of a full-time (or negotiated part-time e.g. 8 days per fortnight) 12-month fixed-term employment contract, with a potential opportunity to apply for a permanent position at the conclusion of the new graduate program (if eligible).

HEALTHE CARE VALUES

We are a part of the Healthe Care group of hospitals and live by our value of “People above all else”. We are proud of our friendly, open, honest and supportive culture. Our vision, mission and values encourage employees to proactively participate in the running of our organisation and its ongoing success. Healthe Care promotes a culture of open and transparent communications where people are recognised as being the key to our success. We work hard to ensure that our people have the support and facilities to build successful careers. Individuals joining our Group will appreciate:

- A comprehensive orientation to the site
- Flexible work hours to ensure a healthy work-life balance
- Uniforms
- Ongoing training and development
- Open management style - access to key decision makers
- Fair and equal treatment of all employees
- Achievements that are recognised and rewarded

NEW GRADUATE NURSE PROGRAM
APPLICATION INFORMATION

PREPARING YOUR APPLICATION

When preparing your application there are several considerations. These include recruitment requirements, employment preferences and addressing the selection criteria.

Key dates	Information
17/8/2026	APPLICATIONS OPEN
31/8/2026	APPLICATIONS CLOSE No applications will be accepted outside these dates
7/9/2026	Notification of Interviews
14-27/9/2026	Interviews conducted
28/9/2026	Successful candidates will be notified
8/2/2027	New Graduate commencement

ESSENTIAL CRITERIA

1. Completion of your Nursing Degree (Bachelor or Masters) prior to the commencement date.
2. AHPRA registration prior to commencement.
3. Current Working with Children Check and Police Check.
4. Immunisation evidence (including COVID vaccination) and serology report.
5. Candidates must have the right to work in Australia to be considered for this role (Australian citizen, permanent resident, NZ resident or hold a valid visa with unrestricted permission to work). We are not offering Visa sponsorship on this occasion.

DESIRABLE CRITERIA

1. Previous under-graduate experience in hospital setting.
2. Previous under-graduate placement in Mental Health environment.

SELECTION CRITERIA

As part of your application, you will be required to address each of the five (5) criteria (maximum 150 words per criterion), demonstrating your ability to meet each one. During recruitment your responses will be reviewed as part of the selection process. It is important that you give each selection criteria thoughtful consideration.

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APPLICATION INFORMATION

Use the CAR approach:

- **C**ontext - Describe the situation.
- **A**ction - Explain your actions. What were your actions? What did you do?
- **R**esults - Detail the result of the actions which you took.

Please provide a clear example of your understanding of the below criteria within your employment letter (recommended to relate to your clinical practice).

1. Display high level interpersonal, verbal and written communication skills.
2. Demonstrate clinical knowledge and clinical problem-solving abilities.
3. Demonstrate your ability to work effectively within a team.
4. Exhibit patient-centred care with an understanding of the professional, ethical and legal requirements of the role.
5. Demonstrate your understanding of the role of the Registered Nurse in applying continuous improvement and quality and safety.

RECRUITMENT REQUIREMENTS

As part of the Healthe Care recruitment process you are required to provide:
*Please note failure to provide the following will result in an invalid application.

Eligibility	
Curriculum Vitae	- Outlining your educational qualifications, experience & details of clinical placements undertaken. - Include recent academic transcript
Letter Addressing Selection Criteria	- Address all 5 Selection Criteria
Identification	- Evidence of identification and permanent residency, such as passport, Australian birth certificate, and citizenship certificate and visa information.
Working With Children Check	- NSW Working with Children Check (WWCC) clearance number for paid work by visiting https://www.kidsguardian.nsw.gov.au/ - You must bring a WWCC clearance number to interview for verification.
Immunisation	- Evidence of current immunisation in accordance with NSW Health
Referees **Identify two referees in your application:**	- One referee must be a clinical referee. - The second referee is to be either an employer (paid or unpaid work) or another clinical referee. The names and contact details (phone & email) of your two referees are to be entered with pre-employment check information prior to interview.

NEW GRADUATE NURSE PROGRAM
APPLICATION INFORMATION

SUBMITTING YOUR APPLICATION

For applications to Maitland Private Hospital New Graduate Program, please email your completed application within the application time and supporting documents to:

Attention: Clinical Nurse Educator joanne.robbs@healthecare.com.au