

WELCOME

This handout is designed to assist you with the information required for the application process for the 2021 New Graduate Registered Nurse Program.

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.

GENERAL STREAM

Our program, commencing in February 2021, consists of three 4 month rotations, Part Time (0.6) on a 12 month contract.

Medical/Surgical/Rehabilitation

PERI-OPERATIVE STREAM

Our program, commencing in February 2021, consists of a 12 month contract (1 Part Time and 1 Full Time), utilising the "Transition to Perioperative Practice Program "(NSW MOH).

Rotations include all perioperative areas.

HEALTHCARE VALUES

We are a part of the HealthCare group of hospitals and live by our Value of "**People above all else**".

On this basis, we aim to attract health care professionals dedicated to delivering quality care and maintaining our reputation.

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.

HealthCare 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

ELIGIBILITY

- Completed Bachelor of Nursing during the past 12 months or are due to complete your degree prior to the commencement of the program
- Be registered to practice as a Registered Nurse with the Nursing and Midwifery Board prior to the commencement of the program
- Be an Australian citizen or hold a visa supporting ongoing full time employment in Australia

COVER LETTER

- Your rotation preferences; General or Perioperative
- Address the selection criteria
- Your current contact details
- Two Referees
- **Your referees must include a current clinical line manager, supervisor or clinical facilitator**

RESUME

- Any recent relevant work experience.
- Your Educational Qualifications, including recent academic transcript.

SUBMIT

- Please email your completed application within the application time and supporting documents to:
*rhonda.farthing@healthcare.com.au
General Program.
- june.thoren@healthcare.com.au
peri-operative Program.

Selection Criteria

As part of your application you will be required to address each of the six (6) 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.

Use the CAR approach:

- **Context** - Describe the situation.
- **Action** - Explain your actions. What were your actions? What did you do?
- **Results** - 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).

- Display high level interpersonal, verbal and written communication skills.
- Demonstrate clinical knowledge and clinical problem solving abilities.
- Demonstrate your ability to work within a team.
- Exhibit an understanding of the professional, ethical and legal requirements of the Registered Nurse.
- Demonstrate your understanding of the role of the Registered Nurse in applying continuous improvement and quality and safety.
- Demonstrate your understanding of HealthCare core values

Maitland Private Hospital

July 2020

Information available on Maitland Private website



Applications open
5th October 2020



Applications close 12mn 18th October 2020



Interview invitations will be emailed to successful applicants by 9th November 2020



Interviews will be held week 23rd November 2020



All applicants notified of recruitment outcome: By 6th December 2020