



How to apply

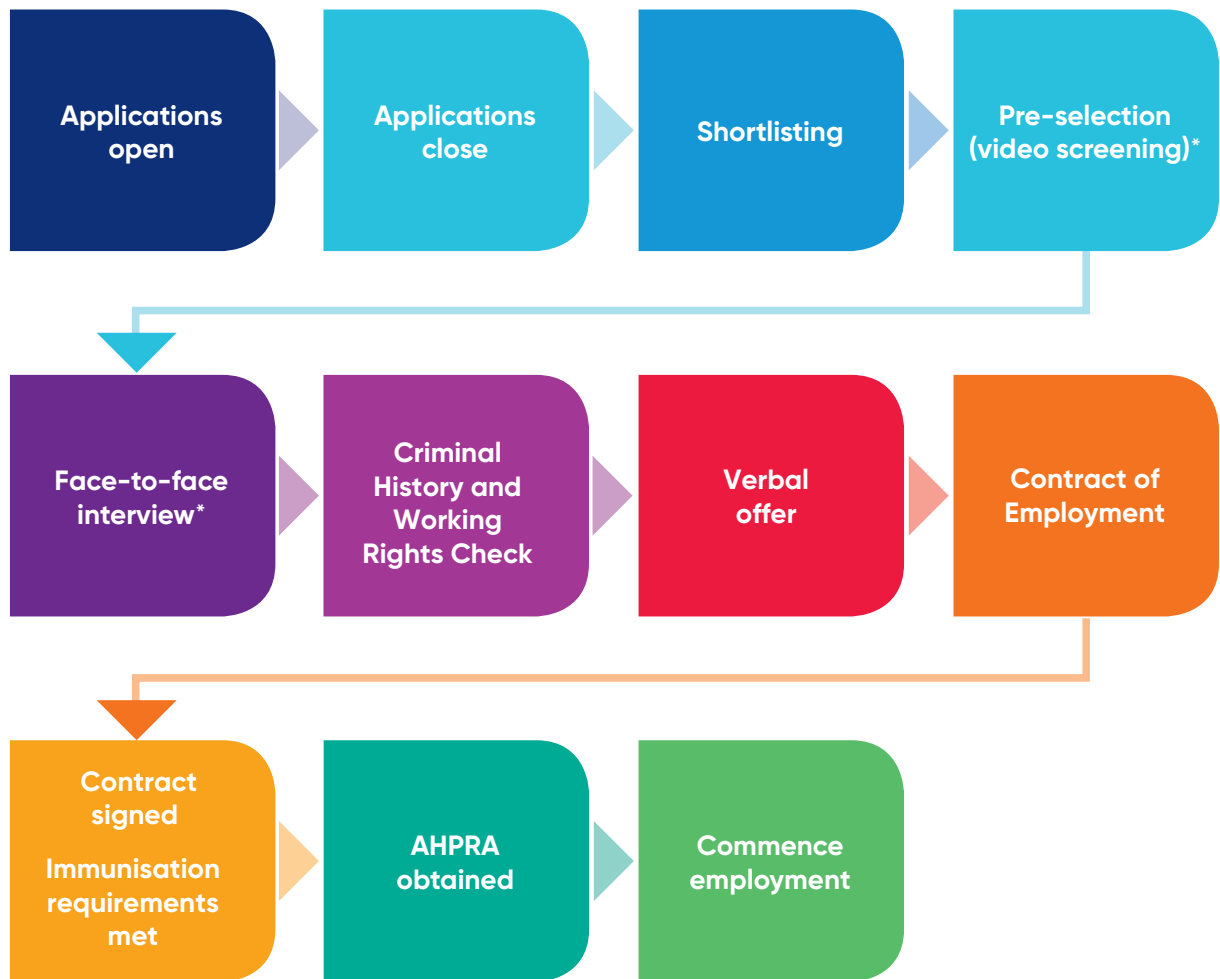
**Mater Graduate Nursing and Midwifery
Transition to Professional Practice**

mater.org.au

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Recruitment



Eligibility

To be considered for Mater's graduate program you must meet the following criteria:

1. Qualification	<ul style="list-style-type: none">• Have completed a qualification in nursing and/or midwifery within 12 months of the program start date<ul style="list-style-type: none">» Applicants who have completed their qualification more than 12 months prior to the start date of the graduate program are not eligible to apply» Applicants who will not complete their qualification until after the start date are not eligible for this intake and should apply to a future intake
2. Work experience	<ul style="list-style-type: none">• Have no more than six months full time work experience as a nurse or midwife since graduation <p>OR</p> <ul style="list-style-type: none">• Have worked no more than 900 hours since graduation if employed part time or casually
4. Registration	<ul style="list-style-type: none">• Meet all requirements and eligibility to obtain AHPRA registration <p>AND</p> <ul style="list-style-type: none">• Hold registration prior to the employment date of commencement<ul style="list-style-type: none">» If you require an International English Language Testing System (IELTS) to satisfy AHPRA registration requirements these test results must be submitted with your application
5. Working rights	<ul style="list-style-type: none">• Be an Australian citizen or hold a working visa that allows full-time ongoing permanent employment in Australia<ul style="list-style-type: none">» Sponsorship is not available for graduate positions.

Application

For your application to be considered you must provide:

- Resume
- Completed Selection Criteria
- ANSAT/Clinical Placement reports (optional)
- Preference details

Selection Criteria

As part of your online application you will be required to address each of the four (4) criteria (maximum 200 words for each response), demonstrating your ability to meet each one.

Your responses will be reviewed as part of the selection process so it is important that you give each selection criteria due consideration.

We recommend you prepare your responses in advance using a word document, then copy and paste these into the online application.

Selection Criteria

- Demonstrated clinical knowledge, understanding and problem solving abilities
- Demonstrated ability to work within a team
- Demonstrated high level communication skills – verbal, written and interpersonal
- Demonstrated understanding of Mater's values

Clinical Placement reports

- If available, ANSAT or Clinical Placement reports from each placement you have completed can be uploaded at the time of submitting your application as additional documents.
- Documents should be uploaded as one file with your full name in the title (10MB limit)
- If you do not have ANSAT/Clinical Placement reports these can be emailed through to graduates@mater.org.au

You can also provide any additional Clinical Placement feedback you have received or SPOT feedback reports (*only applicable for those who have completed placements at Mater*)

*At Mater, we take our responsibility to the environment very seriously, and therefore **all documents must be emailed***

Preferences

When submitting your application you will be asked to select your preferences from those offered for the intake you applying for.

We recommend that you review **Our Program** information thoroughly before selecting your preference options.

Applying online

When you apply online, you will be asked to select your preferences from those offered for the intake you are applying for. We recommend that you review **Our Program** information thoroughly before selecting your preference options.

References

- All applicants are required to provide two references if they are successful through to the interview stage.
- References need to be emailed prior to, or within 2 weeks of the interview being completed.
- References must be emailed from your referee direct to Mater ensuring your full name is included in the document name.
- It is your responsibility to have your nominated referees complete the reference forms

References

- One clinical reference
- One employer reference (paid or unpaid work) or another clinical reference
- A clinical referee must be a person working in a clinical supervisor role, such as an RN/CN who supervised you or a NUM/MUM, CNC/CMC, CNE/CME or clinical facilitator



Interviews

Video screening

Video screening is a new form of pre-screening interview in which you, the applicant, are guided through a short online interview process through a user friendly online portal.

This video pre-selection screen can be completed at any time within the dates provided, that is suitable to you via any camera enabled device (i.e. smart phone, tablet, computer).

You will be asked questions and your answer is recorded in front of your webcam. You will have one attempt at all the questions similar to that of a face-to-face interview. In order to prepare, there will be practice questions available to you so you feel comfortable with the process before completing your screen.

Face-to-face interviews

Interviews will be conducted by members of the recruitment and Mater clinical teams and last approximately 30-40 minutes.

Where possible you will be interviewed by a manager from one of your preference areas.

Face-to-face interviews may be changed to a video or phone interview if a face-to-face interview is not possible and to ensure that health requirements are abided by.

Frequently asked questions

<p>Do I need to have completed clinical placements at Mater to be considered for a graduate position?</p>	<p>No, we do not require applicants to have completed placements at Mater.</p>
<p>Whom should my cover letter be addressed to?</p>	<p>A cover letter is not required but if included should be addressed to Jo Walkley, the Graduate Nurse Recruitment Coordinator</p>
<p>Is Mater a part of Queensland Health's Graduate Nurse/ Midwives Online Recruitment program (GNOR)?</p>	<p>Mater's graduate program is not associated with Queensland Health's Graduate Nurse Online Recruitment program (GNOR), and is a private organisation founded by the Sisters of Mercy.</p>
<p>I graduated more than six months ago, can I still apply?</p>	<p>Yes, to be eligible you must have recently completed, or have completed within 12 months of the program commencement date, a qualification in nursing and/or midwifery; or are due to complete the same prior to the start date for the graduate program.</p>
<p>Since graduating I have worked as a nurse and/or midwife, can I still apply?</p>	<p>Providing you have no more than six months' (or 900 hours) work experience as a registered nurse or midwife since graduation you can still apply.</p>
<p>I applied for the last graduate program at Mater, can I still apply?</p>	<p>Yes, if you graduated within 12 months of the program commencement date in nursing and/or midwifery; and have no more than six months' (or 900 hours) work experience as a registered nurse or midwife since graduation you can apply.</p>
<p>Can I submit a late application?</p>	<p>Applications cannot be lodged after the closing date and late applications cannot be accepted.</p>
<p>Where can I get a Mater reference form?</p>	<p>Reference forms will be made available to those who are invited for a face-to-face interview.</p>
<p>Can I provide a Qld Health reference?</p>	<p>No, Mater requires applicants to provide references on our own templates.</p>

<p>What happens if I am unable to attend an interview?</p>	<p>As the face-to-face interview is an essential component of the Mater interview process, if you are unable to attend an interview, we are unable to proceed with your application. If you are applying from overseas or interstate you will need to be in Brisbane at the time of the interview. The recruitment team will endeavour to contact you at the earliest possible time so that you can organise travel arrangements.</p>
<p>How are preferences allocated?</p>	<p>We endeavour to allocate candidates to their preferred programs or clinical area, but due to limited places in some areas this is not always possible.</p>
<p>Can I accept an offer prior to having registration?</p>	<p>We are aware that you may require some time to obtain registration prior to starting on the graduate program and the recruitment process is timed to allow registration to be in place prior to the start date.</p> <p>Please note that you would not be able to commence at Mater without AHPRA Registration.</p>
<p>What are pre-commencement requirements?</p>	<p>All new starters at Mater are required to meet requirements prior to commencement. These are:</p> <ul style="list-style-type: none"> • return a signed full copy of your employment contract • undertake and complete a criminal history and working rights check (this is paid for by Mater through CV Check) • meet your Mater Safety Health and Wellbeing (SHAW) requirements—return a medical history form and meet immunisation requirements.



Key contacts

If you have any questions about Mater's nursing and midwifery graduate programs please contact the Graduate Support Team by emailing

graduates@mater.org.au

We look forward to receiving your application. Thank you and good luck.

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