

Early Childhood Traineeship Program

Information for Services 2022

Traineeships are a great way for new educators to enter the profession and be employed as they study. Traineeships has become a key part of our workforce strategy at Gowrie.

With support from the [Victorian Department of Education & Training](#), Gowrie is expanding the program to enable services to find trainees and integrate a traineeship model within their service.

The [Early Childhood Traineeship Program](#) includes wrap-around mentoring support for trainees to support them to complete the program and as they start their early childhood career.

In [2022](#), we will begin pilot programs in [Melbourne](#). Trainees will undertake a Certificate III class weekly with Gowrie whilst working at a service close to home rest of the week. Trainees in Melbourne will need to attend a class in Docklands one day a week.

What we do at Gowrie

- Recruit the trainee and undertake their first interview
- Match each trainee to a service and prepare them for interview
- Support you to integrate traineeships at your service, such as guiding you on the paperwork, funding and sign-up process
- The trainee will be a student with Gowrie's RTO and be supported to complete their Certificate III qualification
- Offer a Mentoring the Mentor program including an introductory session and four Community of Practice sessions across the year
- Be in contact regularly to monitor progress and if any issues arise. This includes visiting and observation
- Process payments to cover agreed backfill costs

What's expected of your service

- Support the program by circulating information to trainees
- All the usual processes for a new member of staff – carry out an interview, provide a position description and employment agreement, carry out onboarding & induction activities
- Provide an experienced educator to be a mentor for the trainee and ensure they are able to have time off the floor weekly to support the trainee and attend the Mentoring the Mentor program (funds to cover backfill will be provided by the program)

There are financial incentives available to early childhood services to take on a trainee. One incentive is the 50% Commonwealth Government wage subsidy available for 12 months to services if the trainee starts before 30 June. Contact us for a full list of incentives.

This program is supported by the [Victorian Department of Education & Training](#) to enable more trainees to have a strong foundation as they embark on a new career in early childhood.

Find out more at gowrievictoria.org.au/looking-for-a-trainee
Phone 1300 446 974 Email jennyc@gowrievictoria.org.au

