



**ST VINCENT'S  
HOSPITAL**  
MELBOURNE

A facility of St Vincent's Health Australia

# Mental Health Nurse Graduate Program



UNDER THE STEWARDSHIP OF MARY AIKENHEAD MINISTRIES

# Our Mission & Values

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We are committed to a respect for life within the tradition of Mary Aitkenhead and the Sisters of Charity.

Our environment is underpinned by our Mission and Values

- **Compassion**
- **Justice**
- **Integrity**
- **Excellence**

# Mental Health GNP

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- A unique and specialised 12 month program, encompassing 2x clinical rotations in either adult inpatient, adult community rehabilitation or aged inpatient mental health
- **0.8 EFT** (8 shifts per fortnight)
- **Comprehensive program of study days**
- **Credits towards Graduate Diploma** in Mental Health Nursing
- Reflective practice sessions embedded into the program

# Mental Health GNP

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**Applications are open**  
**Monday 8<sup>th</sup> June - 5<sup>th</sup> August 2020**  
(both for direct and computer match)

For further information please contact:

Mental Health Clinical Nurse Educators

Phone: 03 9231 4122

[MHTrainingEducation@svhm.org.au](mailto:MHTrainingEducation@svhm.org.au)

# How to apply for a MH grad year:



## How to apply

HOME > EDUCATION > NURSING EDUCATION > GRADUATE NURSE > HOW TO APPLY

St Vincent's is committed to assisting you achieve your professional goals in the development of your nursing career.

We have a proud history as a major tertiary teaching organisation, providing you with the opportunity to experience a wide variety of clinical areas while under the guidance of skilled professionals.

Aboriginal Graduate Nurse Program



Care of the Older Person Graduate Nurse Program



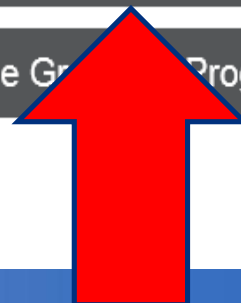
Enrolled Nurse Graduate Program



Mental Health Graduate Nurse Program



Registered Nurse Graduate Program



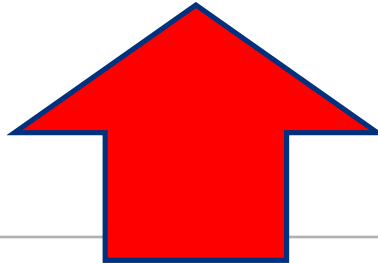
<https://www.svhm.org.au/education/nursing-education/graduate-nurse/how-to-apply>

## How to Apply


St Vincent's Mental Health will be accepting direct applications as well as applications via Computer Match (PMCV).

### **Direct applications:**

**Apply online to St Vincent's Graduate Nurse Program via workday**, found on St Vincent's website.





 Fitzroy, Melbourne

 [Apply](#)

[Apply with LinkedIn](#)

 Posted 7 Days Ago

 Part time

 JR103141

### Job Description:

- Part Time, Fixed Term (32 hours per week)
- 24 months commencing
- Excellent benefits, including salary packaging

### About the Department.

The Mental Health Service includes a 44 bed adult acute inpatient unit for the cities of Yarra and Boroondara; the Koori state-wide Inpatient Mental Health Service; Continuing Care Teams; a Crisis Assessment Team; ED Triage and Extended Triage; Mobile Support Teams; Clarendon Homeless Outreach Psychiatric Service (CHOPS); Victorian Dual Diagnosis Service (VDDS); Body Image Eating Disorders Treatment and Recovery Service (BETRS) and NEXUS (Concurrent Mental Illness and Substance Use Advisory Service).

### About the Role

St Vincent's offers a unique and highly specialized Mental Health Graduate Nurse Program encompassing adult and aged mental health, in acute and community settings, with the opportunity for a long and fulfilling career in mental health.

During your graduate year you will have the opportunity to learn and develop your skills in a supportive environment, working closely with your preceptor, and with regular group supervision. You will gain credits towards a post-graduate diploma in mental health nursing through the NEVIL Graduate Nurse Program, and have the opportunity to apply for a part-time Post-Graduate position the following year, where you will complete your graduate diploma.

At St Vincent's consumer-focused care is based on The Strengths Model— A recovery-oriented approach to mental health services (Rapp & Goscha, 2012). You will be trained in the use of key recovery tools, and will be encouraged to develop your own creative recovery-orientated care strategies and you will work with our Lived Experience workforce.


These positions are part-time (0.8 EFT), to ensure work-life balance!


## About Us



St Vincent's Hospital Melbourne (SVHM) is a Catholic not-for-profit healthcare provider with a reputation for compassionate care and world-leading innovation. Part of the St Vincent's Health Australia group, we are a leading tertiary teaching hospital providing a comprehensive suite of services including medical and surgical, cancer, sub-acute care, allied health, specialist clinics, diagnostics and community and outreach services. The quality of our specialist aged care, palliative care, Indigenous and Torres Strait Islander, correctional and mental health services and our support for the marginalised and disadvantaged is widely recognised. Employing more than 6,000 staff across 18 sites throughout Melbourne and with over 880 beds in day use, the core aim of SVHM is to improve the patient experience through better access, superior outcomes and a more efficient and responsive health service.

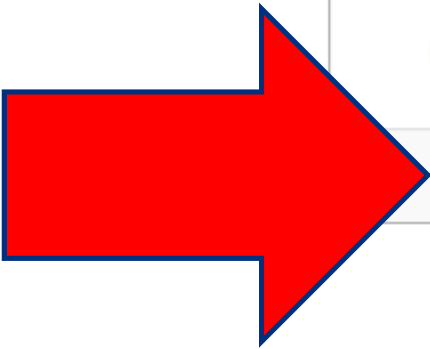
### Sign In

 Email Address

 Password


**Sign In**


Create Account      Forgot Password






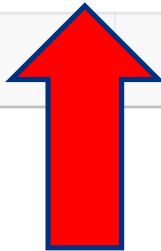
### Create Account

 Email Address

 Password

 Verify New Password

**Create Account**

[Sign In](#)  [Forgot Password](#)

# What is required to apply

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Information that will be requested upon application:

- Cover letter (one page) and upload a passport size photo
- CV (maximum two pages)
- Details of two professional referees
- Academic transcript (**certified copy**)
- Clinical placement reports x 2 most recent acute placements (**certified copy**) 1x of which must be a mental health placement

*\*NB Pebblepad reports do not require certification*

# What goes in a Cover Letter

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## A cover letter needs to:

- Introduce you
- Mention the job you're applying for and why the role appeals to you
- Match your skills and experiences, with the skills and experiences required by the job
- Encourage the reader to read your CV
- Use 11 point Arial
- A cover letter should not regurgitate your CV. It should state why you are a good match for the job role in, just three or four paragraphs
- It's also vital that your cover letter is tailored to each job you're going for – review it every time
- Triple check your cover letter - many applicants forget to change the name from the last employer they applied to
- Stress what you can do for the potential employer, not why their company would be good for your career
- It's vital that you check the letter for mistakes. Ask a friend or family member to proof read the letter before you email or post it

# What goes in a Cover Letter

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## Minimum of 3 paragraphs:

The opening paragraph should state the job you are going for and the fact you are confident you are suited to the role. For example, “I was interested to see your advertisement seeking a new customer service consultant as I believe my skills and experience are a good fit for the role.”

Paragraph two should tell the reader why he or she should be interested in you. It might read something like, “Please find a copy of my resume attached but of particular relevance is my x years experience in x and my qualifications in A,B,C.”

A third paragraph could be used to highlight a career achievement or two of particular relevance to the job. The last paragraph should bring the letter to a polite close. For example, “I hope to have an opportunity to meet with you in person to discuss how I could contribute to your team.”

<https://www.seek.com.au/career-advice/cover-letters-the-good-and-the-bad>

# What goes in a CV/Resume

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For most of you this will be your first employment as a nurse so your CV will not be long.

If you have worked in a position that is related to the job you are applying for, make sure you have included all the relevant details of that position, even if it was voluntary.

The layout of your CV is a personal choice but does not include your student placements only work experience.

For most of you applying for this position your CV should only be 1 page.

<https://www.seek.com.au/career-advice/4-things-your-resume-must-include-this-year>

# Who do I use for a reference

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Your current employer.

A reference from a registered nurse, who supervised you during your mental health placement/s.

A reference related to volunteering work.

A reference from your respective university (a lecturer).

If you have not been employed or volunteered in the past 12 months (or ever) then a 'senior' member of the community - but not a family member.

Go to the people you want to use as referees, and ask in person if they are happy to provide a reference. Be prepared and put your best foot forward. Ask them what they are likely to say about you, when they are providing a reference.

# What will the interviews be like?

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Given the COVID-19 situation, our interview processes are under review.

We may conduct our interviews will be via phone and/or video link if necessary.

If your application is successful, and you are offered an interview, we will give you more information at that time.

# What happens after the interviews?

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We will meet to discuss the scoring completed after each interview and that will determine whose references are checked.

We always check more references than we have positions – so if your referees let you know that have provided a reference it is not an assurance of an offer.

If you are not successful, you will be notified by email or phone as soon as possible and we will discuss computer match prioritizing with you.

If you are successful, a panel member will contact you to inform you of your success by phone and will check you are still interested in the position.

A formal letter of offer will come in the form of a contract and with instructions on what you need to do.

**You will then be able to safely say you are going to be a grad at St Vincent's Mental Health!**



# Post GNP Opportunities

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**80%** of our 2019 Graduates remain with us at St Vincent's in a number of roles

**St Vincent's offer ongoing employment beyond your Graduate year**

- Post Graduate Diploma
- Full time/part time positions in clinical areas
- Nurse Workforce Unit -Pool / Casual Bank

# Support for our MH grads

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- Weekly reflective practice sessions
- Allocation of a preceptor and mentor within your clinical areas
- Ongoing contact and support through the academic component of the GNP, through the Education Team
- Clear clinical competencies, for each rotation