



School Based Traineeships in Public Schools - Home School Information Funded by the Elsa Dixon Aboriginal Employment Grant

The Department of Education (DoE) is offering school based traineeship (SBT) positions in the Public Schools system to Year 10 Aboriginal and Torres Strait Islander (ATSI) students. The positions are funded through the [Elsa Dixon Aboriginal Employment Grant](#) which subsidises the salaries and ongoing support of the school based trainees.

Home School – The student’s high school, called the “Home School”, uses existing or potential links to Department of Education (DoE) primary schools, pre-schools or other high schools to seek places of employment for eligible students.

Host School - The primary school, pre-school or other high school, called the “Host School”, is required to provide meaningful work to the student to fulfil the requirements of the school based traineeship.

Delivery of the formal training is preferably by the school or can be negotiated locally.

The qualifications most suitable to employment in schools as part of this program are listed below.

Qualification	Job Role	Number of days on the job	Suitable Environment
Certificate II in Business (2 units x 2 years)	Provide support to administration staff	100	DoE primary school or pre-school front office. DoE high school careers office or other faculty within school (not front office due to confidentiality concerns)
Certificate III in Education Support (3u x 2y plus 1u x 1y)	Provide support to teacher of a primary school class	100	DoE primary school classroom
Certificate III in Early Childhood Education and Care (4u x 2y)	Assist early childhood workers to care for small children	100	DoE funded pre-school
Certificate II in Agriculture (2u x 2y)	Assist the farm manager to care for animals, plants and machinery	100	DoE high school agriculture plot with full time farm manager. Access to livestock and machinery necessary

What to do next

- Connect with host schools to determine available opportunities
- Provide host school with Host School Information sheet
- Advertise the program in your school using the flyers available on QMS
- Provide an Application form to each student and assist to complete
- Forward student applications to your local SBAT Officer as soon as possible

Applications close 31 July 2020 (Friday Week 2, Term 3)

Contact your local SBAT Officer for more details and information