# Wait list information sheet

Metro North Hospital and Health Service (MNHHS) is the largest employer of graduates in Queensland. Interviews for graduate positions are held in October each year. Applicants who are deemed suitable for employment will be offered a position on the MNHHS graduate wait list until appropriate positions become available. Being offered a position on the wait list is not an offer of employment.

#### **Process**

Suitable graduates are initially wait-listed according to their area of clinical preference and facility of interview. Facilities identifying vacancies are available to employ all suitable graduates on their wait list. Facilities can also make their wait list available to other MNHHS facilities for consideration.

MNHHS does not have designated intake dates for graduates, instead graduate positions are offered throughout the year. Depending on the facility and the availability of an appropriate position, graduates may be offered positions at any time.

The Nursing and Midwifery Graduate Recruitment Team will keep regular contact with all wait-listed applicants to make sure contact details are up-to-date and to confirm preferences to remain on the wait list.

# Frequently asked questions

#### What does appropriate position mean?

MNHHS offers a diverse range of clinical services. Not all registered nurse or midwife positions are suitable for graduates. Appropriate positions are positions considered suitable for a graduate. Suitability is based on the clinical setting, clinical skill requirements and the availability of transition support structures.

#### Will I only be considered for a position within the areas I listed as my preferences?

We believe that it is important for graduates to be employed in an area which they have an interest in. You will initially be considered for areas in which you have identified as a preference. If appropriate positions are not available within those preference areas, you will be considered for other areas where appropriate positions have been found.

#### How long will I have to wait for a position?

Graduate positions become available throughout the year. Applicants interviewed in October, will be eligible for positions that become available up to September the following year. Positions can be offered at any time during this period.

## If you are placed on the wait list, are you guaranteed a position at MNHHS?

No, an offer to be placed on the wait list does not guarantee an offer of a graduate position. Placement on the wait list means the interview panel has deemed you suitable for employment and has recommended that you be offered a position when an appropriate position is available.

## How much notice will I be given before the start date of a position?

We will offer you a position a minimum of 4 weeks before the start date. Sometimes positions become available at short notice and you may be given less than 4 weeks' notice of commencement.



## Can I change my preferences when I am on the wait list?

You cannot change your preferences once you have been placed on the wait list. You can list additional areas of interest which will be noted and referred to as required.

# I was asked to provide my availability prior to interview, what happens if my availability changes?

Changing your availability is not a problem. Wait Listed graduates need to contact the Graduate Recruitment Coordinator at the facility in which they were interviewed to change their availability.

# Can I go on holidays while I am on the wait list or will I lose my position?

If you are planning to be away for any time while you are on the wait list, please notify the Graduate Recruitment Coordinator at the facility of your interview. You may be asked to provide contact details while you are away so we can contact you if a position becomes available.

## What happens if I am offered a position and I do not accept?

Wait-listed applicants who are offered a position in their area of preference, at a time when they have indicated that they are available to commence, and decide to not accept the offer, will be removed from the wait list and will no longer be eligible for positions within MNHHS.