

Undergraduate Program

Fact sheet



Summary

The Central Coast Council Undergraduate Program is a 12-month paid employment opportunity offered to students who are entering their penultimate or final year of undergraduate studies in a variety of disciplines.

The program runs from February each year and is supported by: regular monitoring from People and Culture; various check-in points; networking opportunities for supervisors and students; and regular feedback for performance improvement.

Program aims

Council is committed to raising the employability of local residents studying at a tertiary level, and to supporting undergraduates in developing their early careers. The Undergraduate Program aims to provide students with the opportunity to:

- develop practical personal and professional skills in an environment of change
- apply knowledge to achieve project milestones with assistance from trained professionals
- work within a multidisciplinary environment
- understand the vast array of roles available in Local Government.

Eligibility

To be eligible for Council's 2021 Undergraduate Program, applicants must:

- be enrolled in the penultimate or final year of their degree
- be enrolled in at least one unit per semester
- be able to work across multiple locations
- commit to the 12-month program.

Program requirements

Successful completion of the Undergraduate Program involves:

- undertaking 21–35 hours of paid work, per week, for 12 months
- achieving an overall rating of 'Achieved' (or above) on both Goal Reviews conducted during the program
- regularly attending support meetings
- achieving a minimum 'pass' for all University subjects within the nominated field of study for that year
- completion of an undergraduate presentation on learnings/experiences in the program.

Recruitment

Applications for the 2021 program will be open on the Council's website in Aug. Students must be able to confirm enrolment for 2021.

Council cannot accept resumes outside of the standard merit-based recruitment process. All work placement requests need to be submitted via Council's website.

Note: The Program is not open to students who have completed their undergraduate studies.

Ask us a question

Please contact Workforce Development

E: buildyourcareer@centralcoast.nsw.gov.au
T: 02 4350 5208