



Join Sunshine Coast Health  
Applicant information

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*Sunshine Coast Health respectfully acknowledges the Traditional Custodians, the Kabi Kabi (Gubbi Gubbi) and Jinibara peoples on whose land we provide our services. We also pay our respects to the Aboriginal and Torres Strait Islander Elders, past, present, and future. We recognise the strength and resilience that Aboriginal and Torres Strait Islander people and their ancestors have displayed in laying strong foundations for the generations that follow.*

# We are Sunshine Coast Health

As a part of Queensland Health's world-class healthcare system, Sunshine Coast offers unmatched training, professional development, and career support to help you advance further in your career. Working with us brings incredible benefits, diverse career pathways, and the chance to make a real difference in the lives of Queenslanders. Take your career to new heights with us.

Queensland Health serves over 5 million Queenslanders with high-quality, dynamic healthcare to promote health and wellbeing across the state. Driven by a vision for a healthier future, we are advancing healthcare through innovation and strategic goals that prioritise the wellbeing of all Queensland communities.

Sunshine Coast Health is one of 16 hospital and health services located in Queensland. At Sunshine Coast Health, we believe in supporting health and wellbeing through person centred care for all.

We are here for our rapidly growing population, across the coastal and hinterland areas of the Sunshine Coast region. We care for our communities through Sunshine Coast University Hospital, Nambour General Hospital, Gympie Hospital, Maleny Soldier's Memorial Hospital and Caloundra Health Service which includes a Minor Injury and Illness Clinic. We also provide care at a number of community and mental health sites, as well as Glenbrook Residential Aged Care Facility.

To learn more about Sunshine Coast Health you can access the [Sunshine Coast Health Service Plan 2024-2034](#).

## How we work

### Our work

Across our varying environments and departments, our diverse team is connected through a shared vision of helping our community to heal. We put compassion, innovation, accountability and integrity into what we do to make our communities healthier.

### Grow with us

We offer a range of education and clinical training to support staff in their professional development.

### Work flexibly

Sunshine Coast Health supports and encourages work-life balance for the mutual benefit of Sunshine Coast Health and its employees. Work-life balance is about a person's ability to manage their paid work commitments with their career goals and personal, community and cultural responsibilities. Employees can request changes to their work hours, location, or adjustments to equipment if needed to support protected attributes such as disability, health concerns, reproductive health issues, or caring commitments.

We support a healthy work life balance and offer flexible work arrangements where we can, including:

- job share
- part time employment
- variable working hours
- working from home
- purchased leave
- parental leave and other options.

### Our culture and values

We're committed to the health, safety, and wellbeing of our team, with training and employee networks to support a connected, safe work environment. Our goal is to foster a fair and inclusive workplace that reflects Queensland's diversity, where everyone has the opportunity to thrive. We actively address systemic inequities and ensure fair hiring practices, creating a respectful environment free from discrimination.

Our vision is to provide health and wellbeing through person-centred care, delivering high-quality, cost-effective, innovative healthcare in collaboration with our communities and partners.

We're also focused on sustainability, working to reduce our carbon footprint, increase renewable energy, improve efficiency, and lower water usage. Together, we're building a resilient, environmentally responsible healthcare system for a healthier future.

Our values underpin the culture of our organisation, guide how we work and support us to achieve our goals.

**Integrity** We are respectful, trustworthy, equitable and honest in everything we do.

**Compassion** We respect others, act with kindness, encourage and take time to listen to others.

**Accountability** We take responsibility for our performance and behaviours and celebrate our achievements.

**Innovation** We embrace change and strive to know more, learn more and do better.



**Integrity**



**Compassion**



**Accountability**



**Innovation**

## Employee benefits

### Great employee benefits

We offer competitive [wages](#) with annual pay increases, along with superannuation contributions aligned with Queensland Government guidelines. Some roles qualify for shift, on-call, professional development, and uniform allowances. Employees working in rural or remote areas may receive additional allowances and incentives. All employees can take advantage of salary packaging to reduce tax and increase take-home pay, including options for [superannuation](#) contributions. Benefits vary by role and location; contact our salary packaging providers below to learn more.

### Salary sacrifice

You may be able to access salary sacrifice. [Salary packaging or salary sacrificing](#) is an arrangement between you and your employer.

It is important to note not all Queensland Health employees can take advantage of the public hospital Fringe Benefit Tax (FBT) exemption cap. Only those employees who work exclusively in and for designated public hospital business areas may be eligible.

Additional information regarding salary packaging for Queensland Health employees is available to the Queensland Health intranet site at [Salary and benefits | Careers \(health.qld.gov.au\)](#).

Under FBT legislation, Queensland Health is required to report the grossed-up value of certain fringe benefits provided to you during the FBT year (1 April to 31 March) on your income statement for the corresponding income year.

This value is referred to as your reportable fringe benefits amount (RFBA). For further information, please refer to [Reportable fringe benefits for employees | Australian Taxation Office \(ato.gov.au\)](#)

As an employee you need to be aware that anything Queensland Health reimburses you for, or otherwise provides you, in addition to your salary and wages, may be a fringe benefit with Fringe Benefit Tax (FBT) implications to consider. This is the case whether or not you are entitled to the fringe benefit, or the employer has otherwise agreed to provide it to you. These employer-provided benefits are also referred to as **non-salary packaged benefits (NSPBs)**.

Fringe benefits may also be provided to employees in the form of **salary packaged fringe benefits**. If you choose to salary package you must take the time to understand:

- Your eligibility, or not, for the Public Hospital FBT Exemption Cap and the FBT consequences of this on your personal salary packaging arrangements.
- You must not salary package any expenses that have or will be reimbursed by Queensland Health.
- As per the Salary Packaging Participation Agreement, any FBT liability incurred as a result of your participation in salary packaging will be your responsibility.

For further information please refer to the Salary Packaging Information Booklet available from both Salary Packaging Providers:

Remuneration Services (Qld) Pty Ltd (RemServ)

Phone: 1300 304 010

Website: <https://www.remservesalarypackage.com.au>

Smartsalary Pty Limited

Phone: 1300 218 598

Website: <https://qld.smartsalary.com.au>

It is Queensland Government's strong recommendation that employees obtain independent financial advice prior to commencing salary packaging.

### Flexible leave choices

- Most employees are granted at least four weeks of annual leave (pro-rata for part-time, excluding casuals) with 17.5% leave loading (up to 27.5% for shift workers). Some shift workers may also receive an extra week of leave.
- Employees with family, study, or personal commitments can apply to purchase up to six extra weeks of leave each year.
- Employees who work on a public holiday are entitled to a paid day off (unless reasonably requested to work).
- Full-time employees receive, per year:
  - 10 days of paid sick or carer's leave, which accrues over time (pro-rata for part-time)
  - 2 days of unpaid carer's leave
  - 2 days of paid compassionate leave.
- Most employees can take paid parental leave for a new child, including:
  - 14 weeks of paid maternity or adoption leave (optional half-pay for double the time)
  - 1 week of paid spousal leave (optional half-pay for double the time)
  - Employees on maternity, adoption, or spousal leave can also take unpaid leave and may qualify for the Australian Government's Paid Parental Leave Scheme.
- Reproductive Health leave provides public sector employees (except casuals) up to 10 days paid leave each financial year.
- Long service leave of 13 weeks accrues after 10 years of continuous service (pro-rata for part-time), with access after seven years of service.
- Community service leave is available for jury duty (including jury selection) and emergency volunteer work.
- Paid leave, counselling, flexible work options, and workplace or role adjustments are available to support employees affected by domestic and family violence.

## Employee assistance programme

Our employee assistance provider is [TELUS Health](#), who provides a confidential wellbeing resource to help you with work, life, health, family, or financial concerns. They are available any time, 24/7. Queensland Health employees are entitled to six hours of support in a twelve-month period, free for you and your eligible family members.

You can also access support from a clinician who identifies as a First Nations person or has experience working with Mob in the city and remote communities.

TELUS Health can help you with the physical, mental, social, and financial aspects of life through individual coaching and counselling sessions. TELUS Health is available to all permanent, temporary and casual employees who work for Sunshine Coast Health.

## Health and wellbeing

We're building a positive culture of health and wellbeing. Wellbeing at Sunshine Coast Health is dedicated to our staff, offering information and resources to support our people in making choices that lead to healthy, safe and fulfilling lives. The Health4Life program includes a broad range of activities and services such as Fitness Passport. With [Fitness Passport](#), you can visit gyms and pools in the region, as often as you like including the Sunshine Coast University Hospital staff gym.

## Employee Network Group

Diversity and Inclusion Employee Network Groups reflective of the diversity priority groups (i.e. LGBTIQA+, (dis)Ability) have been created to encourage connection through shared experience and information and act as a reference group for Sunshine Coast Health to strengthen equality, anti-discrimination and the health and wellbeing for priority group employees. To connect with our Employee Network Groups email us at [sc-diversity-inclusion@health.qld.gov.au](mailto:sc-diversity-inclusion@health.qld.gov.au).

## Onsite childcare – Sunshine Coast University Hospital

You may be eligible for a discount at the YMCA Child Care Centre at Sunshine Coast University Hospital.

## Union membership

As a valued team member, you have the option to join a registered union. While membership is not required, Queensland Health supports and encourages union involvement. When you start, your name, position, and location may be shared with a relevant union to discuss the benefits of membership with you.

## Is this role for you?

We encourage you to apply for roles that align with your experience, skills, qualifications, and interests.

Before applying, please:

- Review the role description and consider whether your experience and skills match the requirements of the role.
- Ensure you have any mandatory qualifications or professional registrations listed for the role. Some roles require proof of qualifications or current registration certificates before starting. If your qualifications are from outside Australia, you may need formal recognition of equivalency; for more information, contact the Department of Employment, Small Business, and Training.
- Check if specific vaccinations are required.

Due to the nature of our work, various roles may involve exposure to challenging or distressing situations, including sensitive material, systemic inequities, and other difficult scenarios. Please review the role description for details on potential exposure or speak with the role's contact person. We offer a range of supports, including our Employee Assistance Program, to help manage the effects of vicarious trauma. Personal coping strategies are encouraged to support resilience, and we recognise our collective responsibility to foster a supportive

environment. We are committed to addressing structural and systemic factors that impact wellbeing and to creating workplace practices that uphold everyone's mental and emotional health.

## How to apply

Submit your application through our online job portal, accessible via SmartJobs (or GovNet for Queensland Government employees). Late applications cannot be lodged online. If you need to apply after the deadline, contact the person listed in the role description as soon as possible. Accepting late applications is at the selection panel's discretion.

## Shortlisting and selection

### Equity, diversity, and inclusion

We're committed to building a diverse, high-performing workforce through fair, transparent, and inclusive hiring. Our selection panels use varied methods to evaluate candidates, valuing diverse backgrounds, experiences, and perspectives.

If you need support during the recruitment process, we're here to assist. We understand that some people may need adjustments to the recruitment process, the way they work, the workplaces itself and workplace attitudes and culture. If you need support or adjustments, please let us know by reaching out to the contact person noted on the first page of the role description so we can discuss.

Our commitment to cultural safety, equity, diversity, and inclusion means that we value diverse candidates and your need for adjustments will not affect our hiring decisions.

### How we evaluate your strengths and skills

Each selection panel, with at least two members, evaluates applications fairly and equitably. Depending on the role, you may complete online or phone screening questions and participate in assessments such as work tests, role plays, presentations, or psychometric testing.

If shortlisted, you may be invited to an interview or further assessment to discuss your skills and suitability with the panel. The interview will be an opportunity for you to showcase your strengths, experience, and approach to the role, with practical and skill-based questions. We're committed to an inclusive process and adjustments such as accessible venues, interpreters or other supports are available on request. Please dress in a way that feels comfortable and authentic to you.

### Referees

The panel will contact one or more referees to validate your suitability. References may be sought at any stage, but a reference check does not guarantee an employment offer.

### Suitability screening

All preferred applicants must provide proof of identity prior to commencing employment. Current employees who are transferred or engaged in another position within Queensland Health, and there is no break in service, will not be required to provide all proof of identity documents. Identification data is recorded in the employee's Digital Passport or equivalent enterprise application and should be reviewed to ensure the information remains current.

Preferred applicants are required to provide three identity documents to satisfy proof of an applicant's name, date of birth and signature.

Where an Aboriginal person or Torres Strait Islander person is unable to provide proof of identity documentation, consideration will be given to alternative confirmation of proof of identity documents.

When the name shown on the documents differs from the person's current name, the person is to provide sufficient evidence of their name change (for example, certified copy of marriage certificate).

For overseas applicants, local documents issued by equivalent overseas authorities can be accepted.

If a document is not in English, an English translation from a translator approved by the National Accreditation Authority for Translators and Interpreters (NAATI) is required to be provided by the applicant.

Employees cannot commence until all pre-employment checks have been completed, as per Section 10 of *Directive 07/23 - Recruitment and Selection*.

Pre-employment checks, include (but are not limited to):

- criminal history check (for relevant duties and prescribed duties). Depending on the role, a criminal record may not exclude you from employment.
- child-related duties and regulated employment (under the provisions of the Working with Children (Risk Management and Screening) Act 2000)
- under the [Public Sector Act 2022](#), applicants must also disclose any serious disciplinary actions.
- qualification/s
- Australian working rights - To work with us, you need to be an Australian citizen, a permanent resident, a New Zealand citizen with a valid passport, or a non-citizen holding a work visa that grants the right to work in Australia. We value diversity and welcome applicants from all backgrounds, and we'll work with non-citizens to confirm visa status and employment eligibility.
- vaccination check
- relevant professional registration/s.
- if you've worked as a lobbyist, you'll need to provide a statement of any past lobbying employment within one month of starting. See the [Public Service Commission Lobbyist Disclosure Policy](#) for details.

### Outcome and probation

All applicants will be notified in writing once recruitment is complete. Successful candidates will be contacted by the hiring manager to discuss and confirm the offer before a formal letter is issued. A probation period may apply.

### Relocation expenses

We understand that transfer and relocation expenses can be significant for those relocating domestically or internationally. Applicants may request reimbursement for some expenses through the hiring manager, who will seek approval from the relevant delegate.