

## Monash Biomedicine Discovery Institute Secondary School Work Experience Program

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### Information for Students & Career Practitioners

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#### About our work experience program:

Committed to making the discoveries that will relieve the future burden of disease, the Monash Biomedicine Discovery Institute at Monash University brings together more than 120 internationally-renowned research teams. Our researchers are supported by world-class technology and infrastructure, and partner with industry, clinicians and researchers internationally to enhance lives through discovery.

Each year, more than 50 secondary school students are taken into our laboratories for a week-long work experience placement to experience what the life of a research scientist is really like. These placements enable secondary students to gain an insight into careers in biomedical research by allowing them to observe and participate in the activities of a research laboratory (subject to safety considerations).

*Students who can show a passion for science and future careers in research will be viewed favourably. Students who are interested in medical practice or would like experience in a hospital setting should seek work experience under the Faculty of Medicine, Nursing and Health Sciences or at a medical facility such as the Monash Hospital.*

#### Our 2022 work experience program details:

In 2022 we are offering one round of work experience. The details, including key dates, are listed below:

**Dates of placement:** 19<sup>th</sup> – 23<sup>rd</sup> September, 2022

**Applications open:** 11<sup>th</sup> July, 2022

**Applications close:** 12<sup>th</sup> August, 2022

**Offers released by:** 26<sup>th</sup> August, 2022

**The student application form can be accessed via our website:**

<https://www.monash.edu/discovery-institute/engage/schools-and-community-outreach/work-experience-for-secondary-students>

### Application process and requirements:

Work experience places in the Monash Biomedicine Discovery Institute are in high demand and as a result, each school can select up to three students to apply for our program.

**Applications are to be submitted to us by Career Practitioners only**, whereby they will select the students that can submit an application to us.

Students are to contact their school's Career Practitioner with their interest to apply for our program, or alternatively Career Practitioners can approach students and encourage them to apply. As Career Practitioners are to select up to three students, we recommend students fill out the student application form and submit it to their Career Practitioner as a basis of selection. However, we are also aware that Career Practitioners will have an understanding of the students and their studies and can make a judgement based on their own discretion as well.

After reviewing the students' who wish to apply for our program, Career Practitioners can select up to three students to submit their applications for our work experience program. Up to three students from each school can apply for each round of our program. For example, each school can submit three applications in one round and another three in future rounds. They can be of the same or different students, but if a student is accepted into our program once they cannot apply again in a future round.

Students must be in years 9 to 12 of secondary school and be at least 15 years of age at the date of the placement.

Once up to three students have been selected by their Career Practitioner, the students must send them a copy of their application form and CV. The Career Practitioner can then email and submit these application documents to our work experience coordinator. Details for how to do this is described below. While we do our best to find places for all students, unfortunately we cannot guarantee that every applicant will receive a place.

**Please note, the Monash Biomedicine Discovery Institute is a research-intensive institute and our scientists focus on fundamental research questions surrounding health and disease. Consequently, we are seeking students who can show a passion for science and future careers in research. A student with passion, interest and eagerness to learn science, regardless of grades, will gain the most out of our program. Students that are interested in medical practice may gain a better experience in a medical setting, as our research institute does not involve medical practice, but instead focusses on the scientific research behind health and disease.**

### Summarised instructions for Career Practitioners:

1. Contact students who you think would benefit from our program and provide information on the application process. Alternatively, students may approach you first to assist them in the application process.
2. Select up to three students who you think would get the most out of the experience in our program. Feel free to use our student application form as a basis of selection. The selected students must send the student application form and their CV to you.
3. Email the application documents of each student (the student application form and their CV) to our work experience coordinator before the application closing date. In this email, please write the subject as WORK EXPERIENCE APPLICATION.

#### **Monash BDI Work Experience Coordinator**

**Laura Reid**

**[laura.reid@monash.edu](mailto:laura.reid@monash.edu)**

4. We will reply to your email confirming the submission of your application and will contact you and the students via email with the outcome of their applications by the offer release date. Please note, our program is very competitive so we unfortunately cannot guarantee all applicants a place in our program.

### Summarised instructions for students:

1. If you are a student and wish to apply to our work experience program, please contact your school Career Practitioner/Careers Teacher and provide this document so that they can assist you in putting in an application.
2. We will accept up to three applicants per school, as a result your Career Practitioner teacher will select these students and submit the applications directly to us. Therefore, you will need to liaise with them on how they wish to go about selecting students to put forward an application to us.
3. You will need to fill out our application form if your Career Practitioner has asked you to (as this is required for us to consider applicants). The application form can be found on our website: <https://www.monash.edu/discovery-institute/engage/schools-and-community-outreach/work-experience-for-secondary-students>
4. Send your application and Curriculum Vitae (CV) to your Career Practitioner who will notify you of the next steps.
5. If we receive your application from your Career Practitioner, you will be notified directly by us the outcome of your application by the release of offers date. Please note, our program is very competitive so we unfortunately cannot guarantee all applicants a place in our program.

### COVID-19 Considerations:

While we navigate the situation with COVID-19, please note that the health and safety of our staff, students and community members are of the utmost importance. As a result, our work experience program is subject to change depending on regulations and health advice from Government and the University. If our plans for the program are to change due to COVID-19, we may have to reduce the number of days/hours of the placement or cancel the program.

Visit Monash University's [COVID-19 updates](#) page for information on the University's response to COVID-19 and to be kept up-to-date. Monash's [COVID Safe plan](#) is available to download.