

Virtual Internship Program

As we all move to a different way of working, you can remotely harness the power of our talented interns.

Readygrad

The Professional Internship Program is a structured program focusing on providing employment readiness skills. It contains a Nationally recognised Unit of Competency BSBOPS201 – Work effectively in business environments, delivered by Readygrad Pty Ltd (RTO 45724). Students will obtain a Statement of Attainment for BSBOPS201 – Work effectively in business environments issued by Readygrad once all training and assessment has been competently achieved.

Hundreds of Australian companies are engaging with Readygrad interns

Including:

- JB Hi-Fi
- Mercedes
- ING
- MLC
- The Salvation Army
- Slater & Gordon
- Telstra
- Core Project Consulting
- Winslow

Readygrad provides a talent pipeline for your business


Connect Remotely
 Engage graduate talent using your digital platforms


Grow
 Mentoring and management opportunities for staff


Include
 Enhance your virtual productivity


Empathise
 Support students to gain valuable work experience


Contribute
 Help the Australian workforce in these challenging times

Every day at Readygrad we meet eager young professionals at the beginning of their career journey.


Some are...
 university graduates undertaking a recognised training program with us.


Some are...
 doing an industry placement as part of their studies with our partner universities.


All are...
 eager, enthusiastic, full of new ideas, and looking to build their professional experience and gain exposure to the Australian workplace.


 Internships are generally 12 weeks, 3-5 days per week


 Insurance covered by Readygrad


 Vocational training course recognised by ASQA

No obligation to pay interns

Vocational Placements are excluded from the Fair Work Act and are therefore not required to be paid. Our internships are Vocational Placements because they are recognised training programs delivered by an accredited institution.

Working remotely with your interns



- You provide a weekly plan of activities to complete
- Grant virtual access to programs to complete tasks
- Connect twice a week for training and mentoring
- Provide opportunities to remotely connect with teams



Readygrad supports you at every step of the way in these difficult times

- We ensure that students complete their virtual operating environment checklist
- We set regular touch points with interns to ensure tasks are met
- We intervene with the Host and student to resolve any issues.
- We assist you setting up the infrastructure to support virtual internships

I want to get an intern to work remotely, what is the next step?


 We arrange a friendly online catch up


 You prepare a position description. We can help here!


 We carefully select a shortlist


 You interview candidates online and select your intern


 You and your intern experience the benefits

Contact us today! corporatepartnerships@readygrad.com.au

FAQs

What is required of a host company during a Virtual Internship?

Vocational placements are all about giving a bright, young person their first professional workplace experience from which they can launch their career. As a host company, you are required to meet certain criteria to ensure the placement is appropriate and meaningful. This includes involving the intern in work related and observational activities relevant to their area of study and providing relevant virtual supervision.

Whilst there is no expectation to employ an intern beyond the placement many choose to. Readygrad is here to ensure your virtual hosting experience is successful, and mutually beneficial for you and the intern.

What level are these students or graduates?

Most Readygrad interns are graduates from Australian or international universities who are keen to apply their technical learning in the 'real world', get a better understanding of the workplace, and enhance their practical experience. Our interns are undertaking either a recognised training program with us or an industry placement as part of their university studies with one of our partners.

What can interns do?

Interns come with up-to-date knowledge and fresh new ideas which they are excited to apply in a virtual setting. By involving interns in video or teleconferencing meetings, projects and team initiatives relevant to their field of study, you are helping to build the employability of our next generation.

I am not setup for Remote Internship, what can I do?

We will assist you in setting up the right infrastructure to support remote internships using platforms like Teams, Slack, Skype, Zoom, etc. Many of our interns have their own equipment or they can use yours. Whichever way, this process is fast and simple, and our team will discuss in detail what you need to do to start hosting interns remotely.

Can I host more than one intern remotely?

Absolutely – many of our host companies choose to offer remote placements to more than one intern at a time. You will need to ensure you have the right infrastructure to support your interns remotely, that you can provide the appropriate amount of remote supervision, and work related and activities relevant to the interns' area of study.

Can my intern sign a confidentiality form?

The Training Agreement provided to all interns and host companies has a detailed clause around confidentiality which all interns must sign. Interns can be asked to sign a further confidentiality agreement if required.

What if I want to hire my intern?

You are under no obligation to offer employment to an intern and all interns are made aware that placements are not 'trials' for paid employment.

If you wish to hire the intern after the placement, your company may do so and there is no recruitment or transfer fee payable. The intern will become a regular employee and will need to be paid accordingly.

How do I monitor an intern during a Virtual Internship?

Simple - Readygrad will perform constant check-ins and reviews with interns specifically in week 1, 4, 8 and 12. All interns and mentors will need to be in regular contact, providing an opportunity for monitoring, guidance and feedback.

Don't have the capacity to support interns right now?

We get it! These are challenging times for most businesses, and we are committed to support our students, graduates and our host company partners. Virtual interns are a cost effective way to get help with your daily tasks and projects, whilst providing valuable learning and experience. The Readygrad team is here to assist you setting up everything you need to accommodate virtual interns.

Servicing Sydney | Melbourne | Adelaide | Perth | Brisbane

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