



Gold Coast Health **LEAP** Program

Business Support Intern

Gold Coast University Hospital

An opportunity exists in the Surgical and Critical Care Business Optimisation team for one intern. This opportunity will be supervised by the Business Optimisation Manager.

Background

Gold Coast Health (GCH) is a rapidly growing healthcare service that is dedicated to providing exceptional, patient-centred care of the highest quality. Our three hospitals and numerous community facilities are staffed by a team of passionate and talented individuals who are committed to making a positive impact on the lives of our patients.

For those who are seeking to jumpstart their careers, our non-clinical Learning Experience Academic Placement program (LEAP), offers a unique opportunity to gain invaluable experience in a dynamic and challenging industry. Whether you're just starting out or looking to make a career change, the LEAP program is the perfect opportunity to take your first step towards a rewarding and fulfilling career in healthcare.

If you're ready to make a real difference and gain valuable work experience in the process, apply for a non-clinical internship with Gold Coast Health today!

About the Team

This internship will sit within the Office of the General Manager for Surgical and Critical Care (SCC). The Surgical and Critical Care Division comprises the following clinical business units:

- Theatre Management
- Head, Neck, Oral and Neurosurgical Services
- Intensive Care, Anaesthetics, Acute Pain and Clinical Response Unit
- Orthopaedics and Trauma
- General Surgery, Gastroenterology, Urology, Vascular and Cardiothoracic Surgery

The Office for the General Manager supports the Executive General Manager in driving business and service improvements, supporting projects and governance in change processes.

About the Role/Project

The Business Support Intern will assist with the process and governance review of elective surgery pathways. This will involve examining the process and data from referral through to discharge. The aim of this project is to review the patient journey to determine areas for improvement.

At the end of the project the intern will have developed a business case review documenting the current process, challenges identified, issues and provide recommendations for improvement. Depending on the recommendations, the intern may be involved with creating the updates and implementing the changes throughout placement.

This internship is designed to provide students the opportunity to gain real-world experience working within a large organisation.

What we are looking for

The ideal candidate would be a student seeking a career in business management, governance or operational management. The student will need to have strong written and verbal communication to prepare business documents, along with adequate computer literacy skills. The student will need to be able to work as part of a team to collaborate on ideas and report back to the supervisor.

Area of Study

While not exclusively limited to, this opportunity would be best suited to students studying:

- Business - (Human Resources, Employment Relations, Logistics and Supply Chain, Management/Business, Project Management)
- Law – Legal Studies, Governance, Risk and Assurance

Requirements and Time Commitment

- Intake 1: 02 March to 22 May 2026.
- 1 day placement per week for 12 weeks.
- Applicants must be currently enrolled at a tertiary institution to be eligible to participate.
- A signed indemnity insurance form from your tertiary institution will be required prior to commencement if successful.

**Please note the time commitment may be negotiated to align with semester dates for academic credit where possible.*

Accessibility

At Gold Coast Health, we value and celebrate the diversity of our employees and are dedicated to creating a workforce that reflects the diverse community we serve. Our Diversity and Inclusion team is always available to provide support and guidance to all employees and will promptly facilitate reasonable adjustments upon request.

Enquiries and submission

For more information and to apply please contact your University Work Integrated Learning (WIL) Coordinator or Career Development Team.

Please include the following materials in your application:

- Current resume
- Contact details of 2 referees
- Academic transcript
- Cover letter (no more than 1-2 pages) outlining what you hope to gain from the experience.

Applications close: Midnight Monday, 05 January 2026

Please note: Shortlisted candidates will be contacted by a private phone number or via email.