

Right to Information and Privacy Intern

Gold Coast University Hospital

An opportunity exists in the Right to Information and Privacy team for one Legal Intern. This opportunity will be supervised by Brianna Jurgeneit, Manager RTIP.

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

Right to Information and Privacy (RTIP), situated in Southport is responsible for assessing a person's right to accessing confidential information in accordance with legislative provisions while providing support and advice to both the public and staff on how to access confidential information and medical records held by our Hospital and Health Service.

RTIP manages the requests for information received from patients and third parties in accordance with the relevant legislation (including Hospital and Health Boards Act 2011, Right to Information Act 2009, Information Privacy Act 2009 and QH Policies), and manages the requests for medical records for Patients, Agents representing patients, Insurance companies, Workcover, Health Professionals, the Coroner, Queensland Police Service, Courts and other Third parties.

RTIP also is responsible for managing the administration of the Information Privacy Act. Including responding to privacy complaints, conducting privacy impact assessments and ensuring compliance with the Mandatory Data Breach Scheme.

About the Role/Project

With support from senior team members, you will:

- assist in the coordination of information for requests a variety of legislative provisions
- liaise with applicants, police, and stakeholders to meet legal obligations
- research, interpret, and apply legislation to prepare compliant responses
- maintain accurate databases and ensure deadlines and quality standards are met
- gain an understanding of the GCHHS's privacy framework, and
- review internal and external policy instruments to ensure they are complaint with our legislative obligations.

The Legal Intern will support the team through the collation and organisation of legal and administrative information. This role offers the opportunity to gain practical experience and develop an understanding of privacy and administrative law within a professional legal environment. Working under the guidance of experienced team members, the intern will contribute to ongoing matters while building foundational legal research and analytical skills.

What we are looking for

The ideal candidate will have strong attention to detail, be proactive and manage their time efficiently. The student will need to possess strong teamwork skills to work as part of the RTIP Team.

Area of Study

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

- Law - (Legal Studies, Governance, Risk and Assurance) with an interest in Information Privacy and Administrative Law.

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.