



Gold Coast Health **LEAP** Program

Legal Intern (Legal Services)

Southport

An opportunity exists in the Legal Services team. You'll be supervised by Paul Ellicott, Deputy General Counsel.

About Gold Coast Health

Gold Coast Health is one of Queensland's largest healthcare services. We operate three hospitals and many community facilities, all focused on delivering high-quality, patient-centred care. Our team is passionate about making a positive impact on the lives of our patients and the community.

About the LEAP Program

The Learning Experience Academic Placement (LEAP) program offers non-clinical internships for students who want to:

- Gain real-world experience in healthcare (without needing a clinical background)
- Work on meaningful projects that make a difference
- Explore career pathways in a dynamic and growing industry

About the Team

The Legal Services Team is made up of two units: Health and Administrative Law, and Commercial Law. These units provide legal advice and services to management and staff across a broad range of legal issues in a coordinated and cost-effective manner.

About the Role/Project

The intern will assist with a wide range of tasks within GCHHS Legal Services under the supervision of our friendly and experienced team, including:

- Legal research (including without limitation case, statutory, common, and doctrinal law) across a broad range of areas, including health, administrative and commercial law.
- Drafting legal opinions and advice.

- Reviewing and drafting legal agreements, policies, and procedures, and other Gold Coast Health internal documents.
- Participating in internal training.
- Assisting with legal administration.
- Assisting with ad hoc matters arising within the Legal Services unit.

What we are looking for

We're looking for someone who:

- Has strong attention to detail
- Is proactive and eager to learn
- Can work individually as well as part of a team

Preferred Areas of Study

This opportunity is best suited to students studying:

- Law - (Legal Studies, Governance, Risk and Assurance)

Requirements and Time Commitment

Placement: 1 day per week for 12 weeks (14 September to 04 December 2026)

Availability: This placement is only offered on a Wednesday. Please only apply if you are available Wednesdays.

Eligibility: Must be enrolled at a tertiary institution (university or TAFE)

Insurance: Indemnity insurance form from your university required before starting

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

Accessibility

Gold Coast Health values and celebrates diversity and inclusion and are dedicated to creating a workforce reflecting the community we serve. If you need any adjustments or support, our team is always here to help.

How to Apply

Submit your application to your University Work Integrated Learning (WIL) Coordinator / Career Development Team or directly via the [Gold Coast Health Careers Page](#).

In your application include:

- Current resume
- Contact details of 2 referees
- Academic transcript
- Cover letter (1-2 pages) explaining what you hope to gain from this experience.

LEAP:•• Program

Applications close: Midnight on Sunday, 12th July 2026.

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