

Early Childhood Intervention Rural Incentive

Guidelines for Applicants

Program Information

Incentives of up to \$6000 are available for early childhood intervention professionals to take up employment in an early childhood intervention service in rural Victoria.*

The Early Childhood Intervention Rural Incentive Scheme aims to support professionals seeking employment in an organisation in rural Victoria funded by the Department of Education and Early Childhood Development (DEECD) to deliver early childhood intervention services.

Early childhood intervention services support children with a disability or developmental delay and their families from birth to school entry. They provide special education, therapy, counselling, service planning and coordination, assistance and support to access services such as kindergarten and child care. Services are tailored to meet the individual needs of the child and their family and are focussed on supporting the child in the natural environments, in their everyday experiences and activities. These services are funded by DEECD and delivered by Specialist Children's Services teams and other organisations.

Incentive recipients will be required to enter into an agreement with the DEECD to work for a minimum of two years in an organisation funded by DEECD to deliver early childhood intervention services in rural Victoria.

Who can apply for an incentive?

Applications are invited from professionals who have secured employment in an organisation funded by DEECD to deliver early childhood intervention services in rural Victoria.

Incentives are available to staff who have commenced employment not earlier than one year prior to the application date. Professionals eligible to apply for an incentive and may include:

- Dieticians
- Early Childhood Teachers
- Physiotherapists
- Psychologists
- Occupational Therapists
- Speech Pathologists
- Social Workers
- Parent Advisors for the Hearing Impaired

Applicants must:

- Be an Australian citizen or a permanent resident of Australia
- Have a demonstrated interest and commitment to working in early childhood intervention
- Have a demonstrated interest and commitment to working in rural Victoria
- Have secured employment in an organisation funded by DEECD to deliver early childhood intervention services
- Have commenced employment in early childhood intervention no earlier than one year prior to the application date
- Have not previously worked in a rural early childhood intervention service
- Agree to enter into a formal agreement with the Department of Education and Early Childhood Development.

All eligible applicants will be considered.



**Early childhood intervention services in rural Victoria are considered to be any DEECD funded early childhood intervention service in regional or rural Victoria.*

This is defined as any location in the following Department of Education and Early Childhood Development Regions: Barwon-South Western, Grampians, Gippsland, Hume and Loddon Mallee.



Every
child,
every
opportunity



Conditions of Grant

Formal Agreement	Successful applicants must enter into a formal agreement with the Department of Education and Early Childhood Development (the Department). The formal agreement will include, but will not be limited to, the Conditions of Grant outlined in these guidelines.
Continued employment	Successful applicants are required to remain employed within a Department funded early childhood intervention service for a minimum of two years. <i>Applicants unable to fulfil this condition of the incentive may be required to return payments to the Department.</i>
Changes of service or break in employment	If the successful applicant ceases employment or changes their working arrangements for any reason they must notify the Department immediately. The Department will then consider the circumstances and determine if all or part of the incentive payment must be returned.
Participation in data collection	In order to assist in the collection of data with regard to workforce planning, successful applicants must provide their contact details to the Department for a period of five years. Information may be sought from successful applicants over this period for the purpose of analysing the effectiveness of the scheme and to inform future workforce policies and programs.
Taxation	The incentive payment is likely to be characterised as taxable income, and the Department has an obligation under the Tax Administration Act to withhold tax on the incentive payment.

Selection Process

Applications for incentives will be assessed against the following criteria

- The applicant's understanding of early childhood intervention practice
- The applicant's demonstrated interest in, and commitment to early childhood intervention
- The applicant's demonstrated interest in, and commitment to rural practice.

Application Documentation

The following documentation must be submitted:

- Completed application form
- Curriculum Vitae
- Certified copy of academic transcript for relevant undergraduate study**
- Evidence of your current employment and a letter of support from your Supervisor, Manager or CEO.

Please note that missing information will delay or prevent the processing of your application.

If documents are in a previous name, submit a certified copy of documentary evidence of name change e.g. marriage certificate, deed poll.

Please note this application and any supplementary documentation will become the property of the Department of Education and Early Childhood Development and may not be returned.

****These must be certified as being true and correct copies of originals by either the issuing body or by those people qualified to accept a statutory declaration e.g. police, pharmacists, doctors, accountants etc**

Do not submit original documents.





How to apply

For more information including closing dates visit www.education.vic.gov.au/careers/earlychildhood

Submitting Applications

Applications should be marked CONFIDENTIAL and signed and submitted by post, courier or email. Please ensure you have enclosed all the required information.

Applications should be addressed to:

Project Officer
Early Childhood Intervention Workforce
Early Childhood Strategy Division
Office for Children and Portfolio Coordination
Department of Education and Early Childhood Development
GPO Box 4367
Melbourne, Victoria 3001
or email early.years.workforce@edumail.vic.gov.au

Incentives are limited and will be granted at the discretion of the Department of Education and Early Childhood Development. Partial Incentives may be awarded.

Privacy Statement

The personal information which is provided in this application form will be stored securely on Department of Education and Early Childhood Development property in accordance with the requirements of the Public Records Act 1973 and the Information Privacy Act 2000. It will only be accessed by Department of Education and Early Childhood Development for the purposes of allocating incentives and the development of research based policy relating to the Early Childhood Intervention Workforce.

Documentation checklist

- Completed Application Form
- Curriculum Vitae
- Letter from employer confirming your current employment
- Certified copy of academic transcript

Contact us

For more information visit: www.education.vic.gov.au/careers/earlychildhood
email early.years.workforce@edumail.vic.gov.au
or telephone 1300 651 662

Undergraduate study	Please provide certified copies of all academic transcripts	
	Full name of qualification	
	Length of course	
	Academic Institution	
	State/Country	
	Date commenced study	Date completed study
	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	

Application for other funding	Have you received a scholarship or funding from the Department of Education and Early Childhood Development in the past? (✓)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes please provide details	

Please attach responses on additional pages. Ensure your name is clearly marked on all attachments

Personal statement	Briefly outline your experience and understanding of early childhood intervention
	Briefly outline your commitment and interest in early childhood intervention
	Briefly outline your commitment to rural practice

To the best of my knowledge the information I have provided is true and correct. I have read the Guidelines for Applicants and agree to abide by the criteria for applicants. I understand that scholarships are allocated at the discretion of the Department of Education and Early Childhood Development and that the decision of the Department is final.

Applicant name	Signature	Date
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Application Form - Early Childhood Intervention Rural Incentive Scheme

Applicant Details	Family Name	Given Name		
	Date of Birth	Gender (✓)	<input type="checkbox"/> male	<input type="checkbox"/> female
	Are you an Australian citizen or permanent resident of Australia? (✓)		<input type="checkbox"/> yes	<input type="checkbox"/> no
	Are you of Aboriginal or Torres Strait Islander origin? (✓)		<input type="checkbox"/> yes	<input type="checkbox"/> no
	Do you speak a language other than English at home? (✓)		<input type="checkbox"/> yes	<input type="checkbox"/> no
	If yes what language do you speak			

Contact details	Address		
	<hr/>		
	Suburb	State	Postcode
	Phone number	Mobile number	
	Email address		

Employment	Current position title		
	Name of employer		
	Address		
	<hr/>		
	Suburb	State	Postcode
	Phone number		
	Contact person and title		
	Phone number		
	What date did you commence your current position?		
	How many hours per week do you work in early childhood intervention at this service?		
	If you are currently employed in another position in addition to the one listed above please provide the name of your other employer, position title and number of hours worked:		
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Have you previously worked in a rural early childhood intervention service in Victoria? (✓)		<input type="checkbox"/> yes	<input type="checkbox"/> no
If yes, please provide details			
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