



Australia's National  
Science Agency

# Generation STEM Links

## Program Guidelines

Version 3 – September 2022

SCIENCE AND  
INDUSTRY  
ENDOWMENT  
FUND

# Contents

1	Introduction .....	2
2	Eligibility and placement requirements.....	2
3	Student wage rate .....	3
4	Reporting and feedback.....	4
5	Industry partner grant .....	4
6	Application lodgement .....	4
7	Assessment process.....	4

## About Generation STEM

The New South Wales Government, through the Department of Industry (now Education), has provided a \$25 million endowment to the Science and Industry Endowment Fund (SIEF) to establish the Generation STEM initiative to support excellence, diversity and retention in science, technology, engineering, mathematics (STEM); and increase the supply of STEM skilled labour in NSW over 10 years. Generation STEM launched in 2019 and is managed and delivered by CSIRO Education and Outreach. Generation STEM works closely with industry and the education sector to deliver and support programs to attract more diverse, high-potential students into NSW-based STEM educational pathways and retain students and workers in NSW-based STEM employment and/or further education.

Programs within Generation STEM are delivered in New South Wales regions where they can have the greatest impact on growing communities with STEM industries. Regions are selected to take advantage of upcoming industry development and infrastructure investments. These developments pose a huge opportunity for locals to gain STEM employment locally. However, to realise the opportunity, it will be crucial to demonstrate a 'work ready' and skilled workforce pipeline, to support students to develop the skills which meet local industry's needs and to highlight STEM career opportunities in and for existing industry and new developments in the region.

Generation STEM also aims to increase the diversity of students entering the STEM pipeline through the programs and partners with whom it engages. Women, Aboriginal and Torres Strait Islander people, people from low socio-economic areas, and people from regional and remote areas are underrepresented across the entire STEM pipeline and within the STEM workforce in NSW, are more likely to have negative perceptions of STEM disciplines and are less likely to aspire to STEM careers. Addressing these issues of diversity in the STEM pipeline is a way that Generation STEM can both increase the overall size of the NSW STEM pipeline and its quality.

# 1 Introduction

Generation STEM Links aims to:

- Provide high-quality internships to help tertiary students gain workplace skills
- Build a pool of STEM-skilled professionals for NSW STEM industries
- Enhance connections and engagement between education institutions, industry, and the community
- Support the transition into STEM based employment
- Increase industry access to a local STEM capable workforce

## 2 Eligibility and placement requirements

### 2.1 For industry partners

Industry partners are required to submit an online application with a proposed placement in order to participate in the program. An application may only be accepted if the following eligibility criteria are met. Please contact the Generation STEM team at [GenSTEMLinks@csiro.au](mailto:GenSTEMLinks@csiro.au) if you are unsure about any of the criteria or wish to discuss.

#### **Eligibility:**

- Have support from the CEO, Owner, General Manager, Executive Leadership Team and/or Board to place student.
- Are a registered business or organisation, operating for more than 3 years.
- Have relevant insurances including work cover and public liability insurance.
- Can provide a safe work environment in line with standard industry EHS standards.
- Have a minimum of five employees, with at least one of those employees having the relevant STEM skills to provide guidance and mentorship to the student intern.
- Are operating within New South Wales or have an office in New South Wales.

### 2.2 For students

Students are required to submit an online application and attach their current CV in order to be considered for placement opportunities. Applications can be for a specific placement or general opportunities. Applications will only be considered if the following eligibility criteria are met.

#### **Eligibility:**

- Be in their penultimate or final year of study in a STEM qualification at Certificate IV, Diploma, Advanced Diploma, Bachelor, or Honours level (masters and PhD students are **ineligible** to apply).
- Do NOT currently have an alternative paid placement opportunity.
- Studying a relevant STEM qualification.
- Be an Australian citizen/resident currently residing in New South Wales.

## 2.3 Requirements of placements

### Industry partner/placement requirements:

- Student will have the opportunity to work collaboratively with the industry partner on a STEM project or activities for a **minimum of 200 hours**.
- The placement is safe and appropriate for a student.
- Location of placement is accessible for student to commute, or suitable accommodation is available nearby.
- A supervisor is assigned to the placement and will provide support and mentoring including weekly (or equivalent if part-time) check-ins with student.

### Minimum requirements of employment:

- Student must be employed by industry partner on a casual or part-time contract.
- Student must be covered by all relevant insurances as evident in employment agreement.
- Student to be paid an hourly rate by the industry partner, see Section 3.
- Establish clear workplace goals for student intern and provide regular performance feedback.

### Placement guidelines for students and industry partners:

- Neither CSIRO nor the student will be held liable for any loss or damages as part of the placement.
- Student will be responsible for travel and/or accommodation arrangements.
- Student is required to turn up to the placement on time.
- Students will manage their time appropriately to ensure that academic performance is not affected by participation in the placement.
- Supervisor and industry partner staff will treat students with respect and provide mentorship to support on-the-job learning.
- Supervisor will provide guidance and clear direction on project duties and expectations.
- Supervisor and industry partner staff will not expect student to work unpaid overtime.
- Supervisor and industry partner staff will make appropriate accommodations for exams/assessments.

## 3 Student wage rate

A minimum hourly wage of \$25/h will be payable by the business to the student intern. Industry partners must comply with relevant industry award rates (if higher) and pay at least the mandated rate. All student interns employed on a casual basis will be required to be paid an additional 25% loading as outlined in the Modern Award.

## 4 Reporting and feedback

Student interns and industry partner supervisors are required to attend a pre-placement briefing, mid-placement check-in and post-placement check-in as part of the program. There is also an optional feedback survey at the end of the placement and participants may be invited to an interview about their experience with the program for evaluation, improvement and promotional purposes.

## 5 Industry partner grant

A grant of \$2,500 will be paid to the industry partner upon completion of the 200 hour placement. The grant will be paid by CSIRO upon acceptance by Generation STEM that the placement was successfully completed and the student has been paid. This will include:

- Participation in post-placement check-in.
- Evidence from both parties to show that the student intern's wages have been paid.

## 6 Application lodgement

Applications are submitted through our online portals:

- Industry partner application
- Student application: an up-to-date CV must also be submitted with the application.

For assistance with submitting applications or planning a project, please email: [GenSTEMLinks@csiro.au](mailto:GenSTEMLinks@csiro.au)

## 7 Assessment process

Applications will be assessed by the Generation STEM Links team. Decisions will be based on satisfying the requirements set out in these guidelines. The Generation STEM Links team will match industry partner projects with student applications based on placement preferences, skills, and suitable alignment across STEM disciplines.

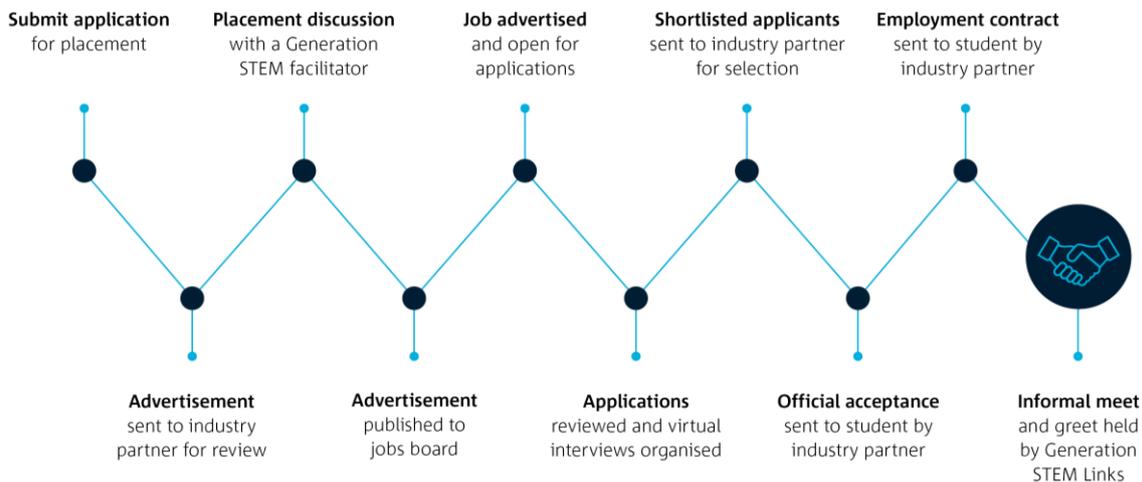
Industry partners can expect the recruitment of a student to take between 4-6 weeks. We endeavour to meet any requested start dates however students may need additional time to commence due to study commitments. As part of the program, Generation STEM Links will:

- Develop a placement listing for the project based off applications
- Advertise the placement through relevant channels including the Generation STEM Links job board
- Interview candidates and provide industry partners with a shortlist

A step-by-step process is outlined below.

## Generation STEM Links application process

Applications will take 4-6 weeks to assess and recruit





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**For further information, please email:**

**Generation STEM Links**  
GenSTEMLinks@csiro.au

[www.csiro.au/en/education/Programs/Generation-STEM/Links-program](http://www.csiro.au/en/education/Programs/Generation-STEM/Links-program)