



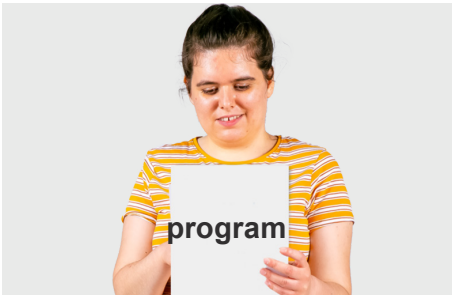
The Createability Internship Program guidelines



Easy Read

www.create.nsw.gov.au

The Createability Internship Program guidelines



These are the guidelines for the Createability Internship Program.

We will call this the **program**.



Guidelines means the rules for the program.



The program helps you do an internship.



An **internship** is when you work somewhere for a short time.



An internship can help you

- Learn skills for the job you want to do
- Get the job you want.

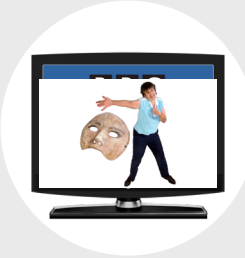


Create NSW and **Accessible Arts** are art services in NSW.

They help run the program.



They want to help make more job options for people with disability in NSW.



All of the internships are at work places that have something to do with

- Art
- Film
- TV.

We will say **the arts** for short.

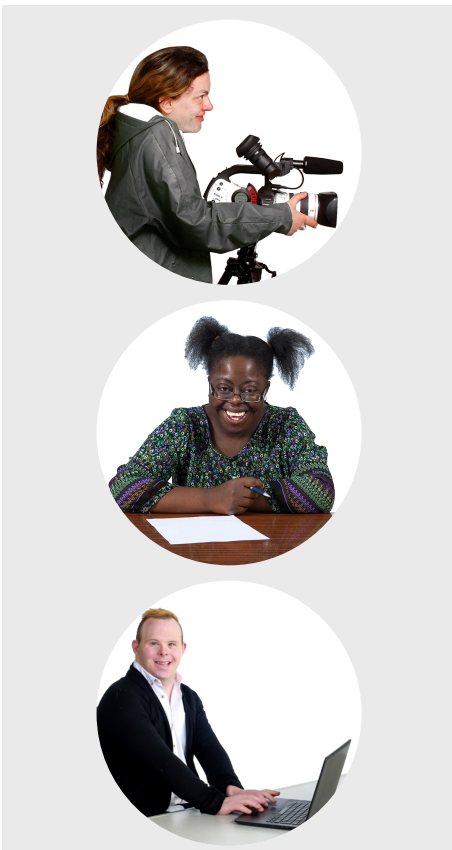


At the internships you could do things like

- Help make different types of art
- Tell people in the community about the arts
- Help with admin.

Admin means do things to help the organisation.

This might be things like send emails or sort papers.



You might learn new skills like how to

- Work with cameras to make films
- Write for art shows
- Choose what goes in art shows.



We will give you a list of the places where you could do your internship.

We call these places **Host Organisations**.



You can tell us the 3 Host Organisations you most want to work at.



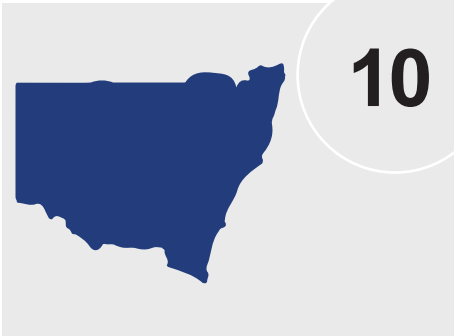
You can also tell us if there is another place in NSW you want to work at.

This place has to have something to do with the arts.



We will choose the 1 Host Organisation where you will do your internship.

About the program



10 people with disability in NSW can be a part of the program.



You will get 1 day of training before you start your internship.



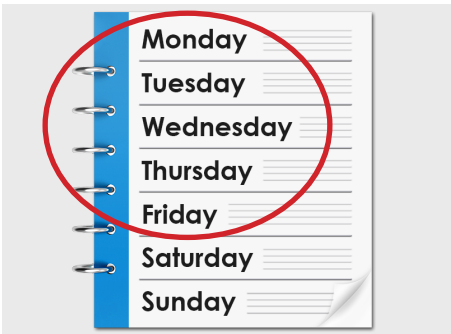
The training will help you get ready for the internship.



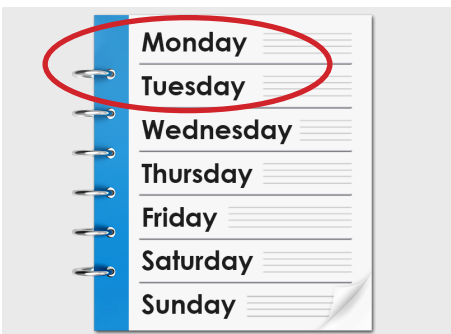
You get paid money when you do the training and your internship.



You can do the internship full time or part time.



Full time means you work 5 days a week.



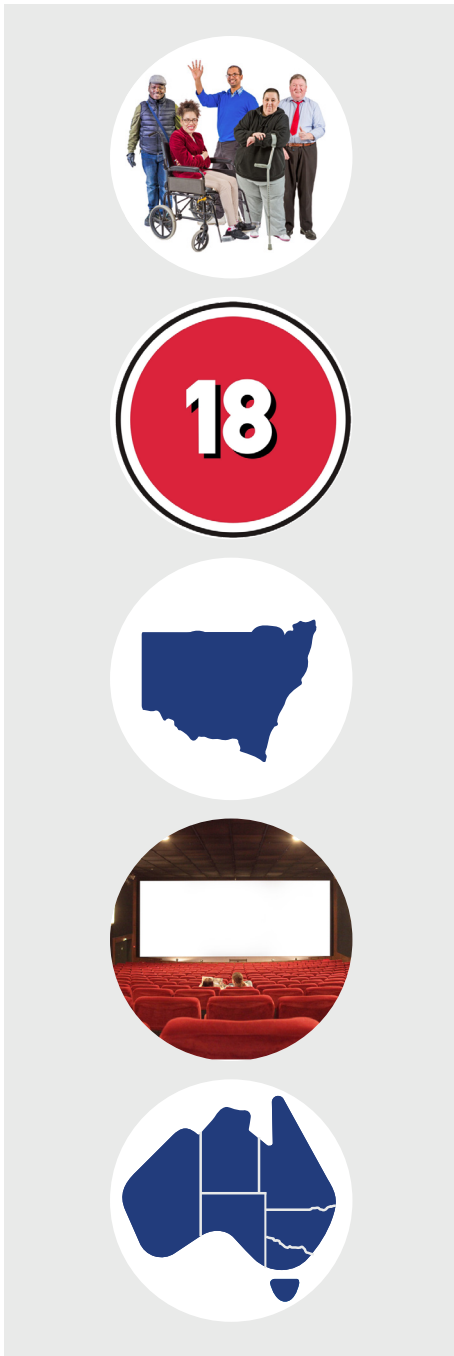
Part time means you work less than 5 days a week.

This might be 1 or 2 days.



You can choose if you work full time or part time.

Who can apply to the program



To apply to the program you must

- Have a disability
- Be 18 years old or more
- Live in NSW
- Want to work in the arts
- Be an Australian.

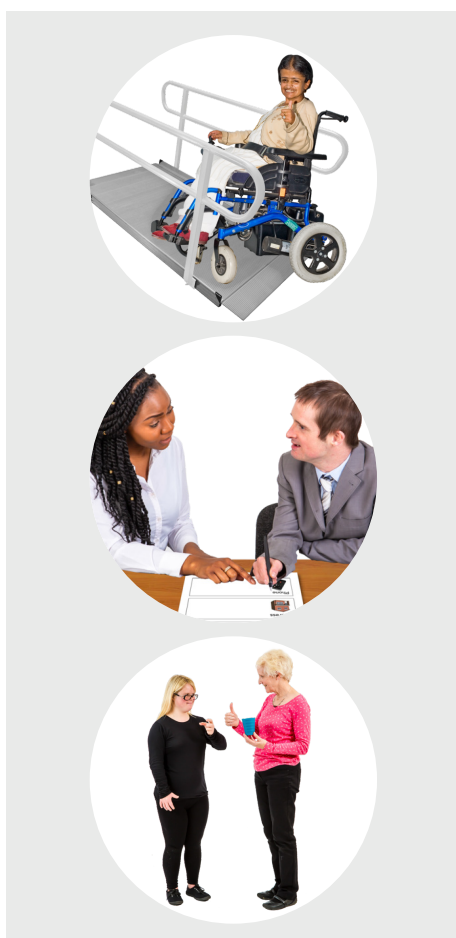


You can not apply if you have done the program before.

Support in the program



There will be support for you in the program if you need it.

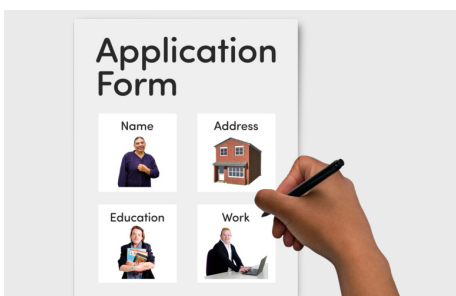


Some people might have support needs like

- Ramps for wheelchair
- Help to read and write
- AUSLAN interpreter

AUSLAN means Australian Sign Language.

An **AUSLAN interpreter** helps deaf people understand what others say.



You can tell us if you have support needs when you apply.



You do not have to give your medical info when you apply.

Medical info might be about your disability.



You can choose to give this info if you want.



Accessible Arts will teach the Host Organisations how to support you before the internships start.



Create NSW will support you and the Host Organisation in the internship.

Job Access

Job Access might be able to support you in the internship.

Job Access is a service that helps people with disability get and keep jobs.

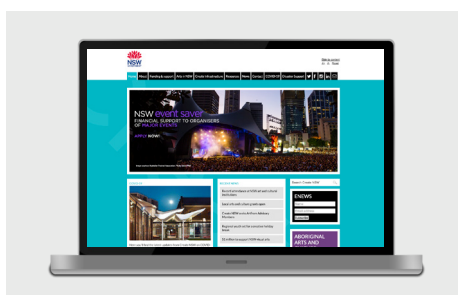


You can ask us for more info about this.

How can I apply to the program



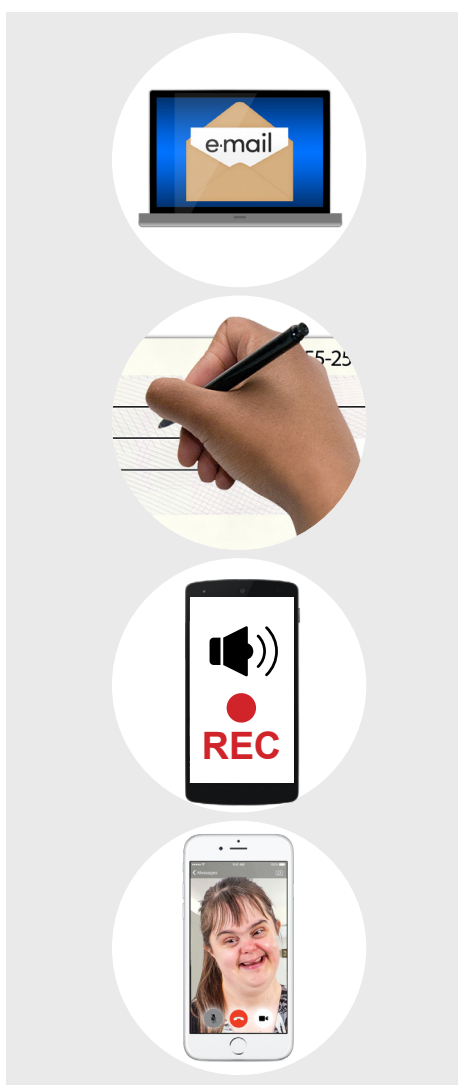
There are different ways you can apply to the program.



You can apply online at our website.

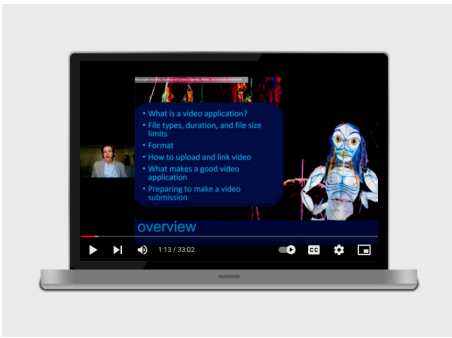
Click the link to apply

<https://artsnsw.smartygrants.com.au/2223Createability>



Other ways you can apply are

- Send an email
- Write on paper
- Record an audio
- Make a video.



We made a lesson that teaches you how to make a video to apply.

Click the link to watch.

www.youtube.com/watch?v=v_lfjssbtus



You can email us if you choose to apply one of these ways.

The email is

david.everist@create.nsw.gov.au



You can call us if you want to apply a different way.

The number is **02 8289 6404**.



After you apply a group of people from Create NSW and Accessible Arts will decide who gets an interview.



An interview is a meeting where people will ask you

- Why you want to be in the program
- What skills you can bring to the program.



They will decide if you get into the program.



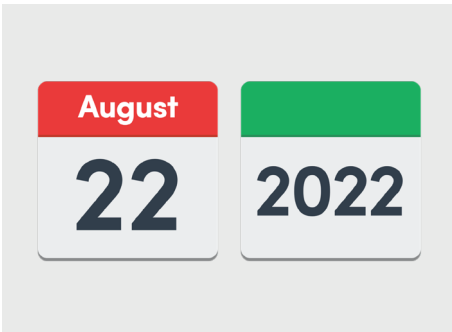
When they decide they will think about

- The skills you already have
- The skills you could learn at an internship.

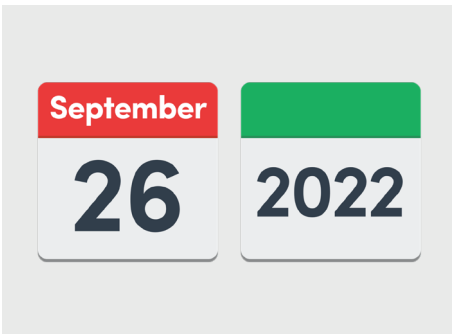
Dates for the program



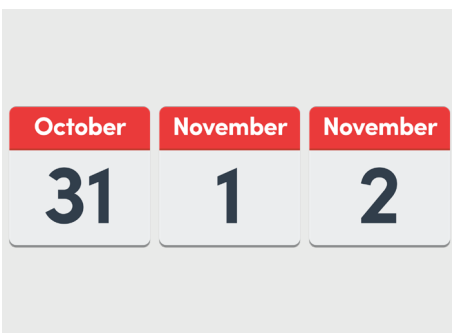
These are the dates for the program you need to know.



The first day you can apply to the program is Monday 22 August 2022.



The last day you can apply to the program is Monday 26 September 2022.

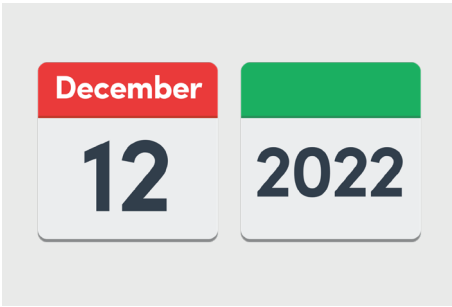


If you get an interview it will be on one of these dates

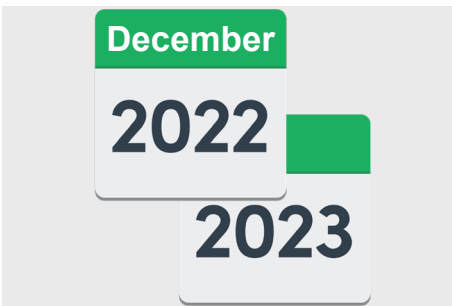
- Monday 31 October 2022
- Tuesday 1 November 2022
- Wednesday 2 November 2022.



You will find out if you got into the program at the start of December 2022.



The training for the internship is on Monday 12 December 2022.



The internships can start in December 2022 or in 2023.



The internships will end in June 2023.



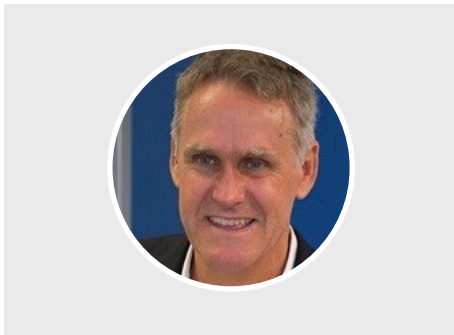
If you do not get into the program you can apply again in 2023.

Who should I call if I have questions



You can call Create NSW if you have any questions about the program.

The number is **02 8289 6404**.

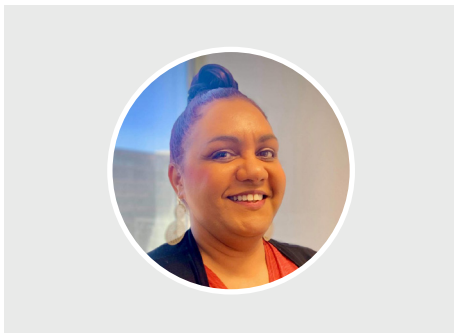


David Everist is the manager of the program.

You can call him on **02 8289 6404**.

You can email him at

david.everist@create.nsw.gov.au



Tammy Close works in the program.

You can call her on **02 8289 6405**.

You can email her at

tammy.close@create.nsw.gov.au

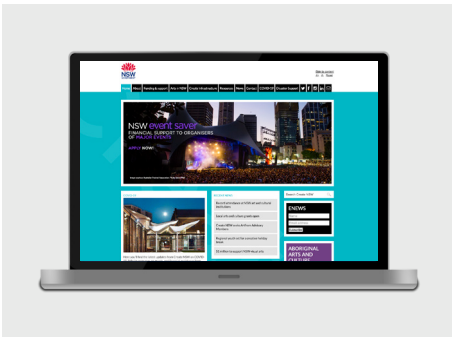


Amelia Carew-Reid works in the program.

You can call her on **02 8289 6417**.

You can email her at

amelia.carew-reid@create.nsw.gov.au



The Create NSW website has more info about

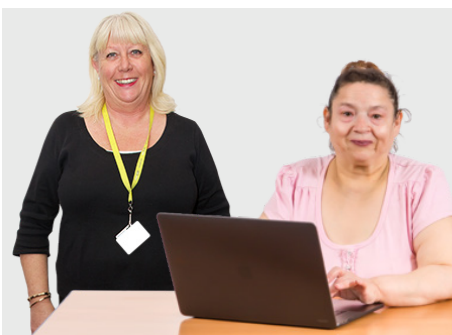
- The program
- How to make a complaint
- Your privacy.



Complaint is when you speak up if something is wrong.



Privacy means your info is kept away from others.



The Create NSW website is

www.create.nsw.gov.au

The website is not Easy Read.

You might want to ask for support to read it.

Council for Intellectual Disability made this document Easy Read. **CID** for short. You need to ask CID if you want to use any pictures in this document. You can contact CID at **business@cid.org.au**.