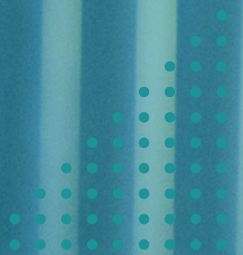


# Job Ready Program

Trainer  
Information Pack

START SLIDE





## PROGRAM MODEL

# How the Job Ready Program works

A three-week pathway designed to prepare candidates, test workplace fit and convert suitable placements into employment.

### WEEKS 1-2

## Practical course training

- Training environment replicates a racing stable
- Participants practise the daily routine, pace and core skills
- Safety, reliability and teamwork are reinforced

### WEEK 3

## Work placement with a trainer

- Participant implements the skills in a real stable
- Learns the flow, standards and routines of that workplace
- Trainer assesses suitability before employing

### PREFERRED OUTCOME

## Employment + Certificate III

- Trainer offers suitable participant employment as a trainee
- Participant continues the Certificate III Stablehand qualification
- Racing NSW supports the transition and next steps



**Program goal: the trainer has a supported opportunity to assess the candidate in their own workplace before making an employment decision.**

# Course training that replicates a racing stable

Participants practise the daily operations of a stable so they can arrive at placement understanding the basics—not starting from zero.

## DAILY ROUTINE

### Learning the pace and flow

- Start-to-finish racing stable routine
- Order and timing of daily tasks
- Working efficiently as part of a team
- Following instructions and stable standards
- Reliability, punctuality and workplace expectations

## PRACTICAL SKILLS PARTICIPANTS WILL APPLY

### 1 Safe horse handling

Leading, tying up and working safely around racehorses

### 2 Health observations

Taking temperatures and recognising basic concerns

### 3 Stable duties

Cleaning boxes quickly and efficiently; feeding and watering, sweeping

### 4 Horse preparation

Grooming, rugging, washing and presenting horses for work

### 5 Trotting up

Handling and presenting a horse correctly for assessment

### 6 WHS + teamwork

Safe work practices, communication and contributing to the team

**Outcome: candidates can contribute sooner, with less basic instruction and stronger safety awareness.**



# Work placement: applying the skills in a real stable

The placement gives the participant workplace experience and gives the trainer a practical opportunity to assess fit.

## PARTICIPANT

### What they will do

- Implement the skills learned during the course
- Learn the flow and standards of the trainer's stable
- Build confidence through real daily routines
- Demonstrate attitude, reliability and willingness to learn

## TRAINER

### What they can assess

- Punctuality, reliability and attitude
- Safe horse handling and awareness
- Ability to follow instructions
- Teamwork and communication
- Potential to become a long-term employee

## RACING NSW

### What we will provide

- A matched and prepared participant
- Placement confirmation and clear expectations
- Check-ins throughout the placement
- An assessor workplace visit
- End-of-placement review and employment support



# Recommended buddy approach

Every stable operates differently. A consistent workplace buddy helps the participant learn the trainer's particular routine and expectations.

1

## Participant

Applies course skills and learns how your stable operates.

2

## Workplace buddy

Shows the order of tasks, reinforces standards and provides day-to-day guidance.

3

## Trainer / supervisor

Sets expectations, monitors progress and makes the final employment decision.

**The buddy does not need to provide constant one-to-one supervision; they are the participant's consistent reference point while the stable routine becomes familiar.**



# What happens during the assessor workplace visit

The assessor observes how the participant applies the skills in the workplace; they are not an additional staff member working alongside them.

## THE ASSESSOR WILL

- ✓ Visit the workplace at an agreed time
- ✓ Observe relevant practical tasks and safe work practices
- ✓ Speak with the participant and workplace supervisor
- ✓ Discuss progress and identify any areas requiring development
- ✓ Confirm that course skills are being applied in a real stable

## THE ASSESSOR WILL NOT

- Work as part of the stable team
- Take over the trainer's day-to-day supervision
- Replace the workplace buddy or supervisor
- Direct the stable's operations
- Create additional work beyond the agreed observation and discussion

**Day-to-day direction and supervision remain with the trainer or nominated workplace supervisor.**



# Check-ins, assessment and end-of-placement review

Racing NSW remains involved throughout the week so concerns can be addressed early and employment can be discussed before the placement ends.



## REVIEW CRITERIA

Punctuality

Attitude

Horse handling

Safety

Instructions

Teamwork



# Converting a successful placement into a traineeship

The preferred outcome is employment as a trainee so the participant can continue the Certificate III Stablehand qualification while developing in the workplace.

AT THE END OF THE PLACEMENT, THE TRAINER MAY:

## PREFERRED OUTCOME

### Employment as a trainee

Participant continues the Certificate III Stablehand qualification through on-the-job training.

**Stronger skills • Better retention •  
Local workforce**

1

#### Offer employment

Proceed with traineeship and employment arrangements.

2

#### Request further discussion

Consider a paid trial, extra support or a later commencement.

3

#### Decline or recommend re-matching

Provide honest feedback so another pathway can be considered.

**There is no obligation to employ an unsuitable participant—clear feedback supports a fair outcome.**