

# The Ultimate Guide To Finding The Best Nanny, Au Pair & Babysitter Jobs



WE NEED A  
**Nanny**

# What's Inside?

This step-by-step guide will help you find the best nanny, au pair and babysitter jobs in Australia. It includes absolutely everything you need to find and secure your ideal caregiver job. Here is what you'll find inside:

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## Our Passion & Purpose

At We Need A Nanny, we are a passionate advocate for nannies.

We know the incredible impact nannies have on the lives of children and families, and we know how important it is to be recognised and appreciated for the difference you make.

We believe that enduring partnerships are created when parents and nannies are fully informed about their rights and responsibilities.

Since 2006, we have loved helping Australian families connect with amazing caregivers. And we are committed to connecting so many more.

**The Best Jobs In Australia For Nannies, Au Pairs & Babysitters**

Find a nanny position today at [www.weneedananny.com.au](http://www.weneedananny.com.au)

## Who Is This Guide For?

This guide has been designed to assist nannies, au pairs and babysitters find stable work in Australia with families that appreciate them. Finding a position with a great family makes all the difference. Nannies make such a positive impact on the lives of children and we know how important it is to be recognised and appreciated for the difference you make. Our mission is to provide you with easy access to incredible job opportunities with wonderful families, along with all the resources you need.

### Disclaimer

The content and information contained in this booklet and across our website is for general information purposes only. It does not take into account your specific needs, objectives or circumstances. It is not advice, and in particular, is not a substitute for professional legal, accounting or tax advice. Any reliance you place on the information is at your own risk. Before acting on any information, we recommend that you consider whether it is appropriate for your circumstances, carry out your own research and seek professional advice, where necessary.





# Benefits Of Being A Nanny

It is incredibly rewarding to care for children, and being a nanny is very special. You get to create long-term relationships with wonderful families and watch the children grow while helping them develop.

Here are some of the key advantages of being a nanny, au pair or babysitter:

## Make A Significant Contribution to Others

Nannies have an incredibly positive impact on families and the future of children under their care. It is so rewarding to develop close bonds over time. As a nanny, you really do become part of the family.



## Your Days Are Filled with Interesting Tasks

A nanny's duties revolve around children, which means there's a lot of different and engaging tasks. A nanny caters to the needs of children, keeps them safe and happy, and contributes to their development. Every family is different, but being a nanny usually involves:

- Planning and preparing meals
- Bathing and dressing children
- Assisting with homework
- Managing routines like nap time
- Engaging in play and active learning
- Taking children to school and activities
- Assisting in educational and creative activities
- Contributing to the wellbeing of children

Nannies are also expected to perform light housework associated with caring for children. However, they should not be expected to perform the same services as a cleaner. Before you enter into an engagement with a family, be sure to have a conversation with the parents about the services you are comfortable providing.

## Work with Wonderful Families

Nannies and au pairs can find stable jobs with families that truly appreciate their immense contribution. You may find a position with one family that will last for years, or you may be working for multiple families at a time.

## There are lots of opportunities

Every day there are hundreds of parents using We Need A Nanny to find a caregiver that suits their family needs. The wide range of active families on our site increases the likelihood that you will find a great family to join.

## Be your own boss

As a professional caregiver, you decide which families to support. While being a nanny requires being adaptable with the families you work with, you are able to pursue opportunities and set conditions that work best for you.

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# What You Need To Work As A Caregiver



If you want to work as a nanny, au pair or babysitter in Australia, you need to be aware of certain legal requirements, and you also should know what parents are looking for. Here are things you should know for your job search.

## Working with Children Check

A Working with Children Check (WWCC) is a legal requirement in Australia for any person involved in caring for children. It is a screening process that considers your criminal history and professional conduct to ensure children are safe. Checks are administered separately by each Australian State and Territory, so ensure you are assessed correctly for the region you intend to work in.

## Police Check

Most parents will want you to have done a National Police Check. These checks are easy to do, are completed online and take a few days to process. A National Police Certificate is a document that lists an individual's disclosable court outcomes and pending charges. National Police Checks can only be done with your permission. Police checks are valid at the time of application, which means a parent may request a new check even if you have already completed one.

## First-Aid Certificate

**It is highly recommended for all caregivers to have a current First-Aid Certificate.**

Looking after children is your first priority when you are working as a nanny. You must know what to do in the event of an emergency, and it is essential that your training is up-to-date. Some parents may also ask about specialised training

for their children, like allergies or specific dietary requirements.

Performing first aid on children is different to adults, so even if you have a First Aid certificate you should consider Child Care First Aid (which parents prefer). Child Care First Aid teaches you the skills and knowledge needed to assess and respond to emergency situations specific to infants and children.



AustraliaWide **First Aid**

Get 5% off with code **WNAN5** at Australia Wide First Aid

Use code **WNAN5** at [australiawidefirstaid.com.au](http://australiawidefirstaid.com.au)

## Qualifications

The more qualifications and training you have, the more you will stand out from other nannies, and the more likely you'll attract higher rates of pay.

Parents actively look for nannies with qualifications in early childhood care and teaching. If you are interested in studying for a Certificate III & IV, Diploma or Degree, we recommend visiting the Australian Children's Education and Care Quality Authority. Their website lists all qualifications that are recognised under the National Quality Framework.

There are also nannies that choose to specialise in particular areas, like sleep, learning philosophies and newborn care. If you are passionate about being a professional nanny, be sure to

explore as many courses as you can to increase the value you can provide to families and children.

## References

Parents expect nannies to provide professional references (not just ones from well-meaning friends and family). We recommend providing at least two references, though the more references you can provide, the better. If you don't have much experience working for other families, be sure to include references from previous workplaces. Make sure you get the permission of your references before sharing any information. It's also a good idea when you care for families to ask for a written reference, so that you'll always be prepared when you want to apply for future opportunities.

## Driver's Licence

Many caregiver roles will require transporting children. This means you should have a driver's licence and a clean driving record. You may not be required to have your own car, as some parents will provide their own car for the caregiver to use. If your car is used, be sure to claim for expenses like petrol. If a family provides their car, make sure you are covered under their insurance policy.

## Insurance

If you're working as a contractor, you should cover yourself for any accidents with insurance. If you are hired by a parent as an employee, the parent must have workers compensation insurance. Make sure you check with the parent about the arrangements and responsibilities before you enter into any agreements.



# Are You Trained In First Aid For Children?

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AustraliaWide **First Aid**

Nannies, au pairs and babysitters are responsible for providing a safe environment for children under their care. Caregivers must have the training to deal with any health emergency calmly and confidently.

## The Importance of Child Care First Aid

**Child Care First Aid** is a first aid course that has an additional focus on First Aid applied to infants and children. **It is essential education for parents and caregivers.** It will teach the skills and knowledge needed to provide a First Aid response to an infant, child and adult. Along with CPR techniques that apply to infants, children, and adults, it teaches how to assess emergency situations and provide First Aid for a wide variety of injuries and medical conditions.

## Is your Training up-to-date?

If you've already done first aid training, you need to check whether your qualification is still valid. You should undertake refresher courses regularly as recommended by the certified training provider. Remember that first aid practices change and that skills can be lost quickly when not used.

## Keep a well-stocked First Aid Kit

Nannies should be well-prepared to respond to injuries and medical emergencies, so check with families to ensure a fully-stocked first aid kit is maintained. The items in the first aid kit should be refreshed so they don't expire, and the kit must have items for the unique medical needs of each family member under your care.

## Book Your First Aid Training Course Online

We have partnered with Australia Wide First Aid who provide first aid courses in VIC, QLD, NSW and WA.

They are offering a discount for members of the We Need A Nanny family. Simply use the discount code WNAN5 when you book your course.

**WNAN5**

Redeem at: [australiawidefirstaid.com.au](http://australiawidefirstaid.com.au)

## How To Claim Your Discount

### Book Your First Aid Course with 5% Off

Registering for a first aid course with Australia Wide is super simple. Visit [australiawidefirstaid.com.au](http://australiawidefirstaid.com.au) and follow these 5 easy steps:



**Select Your Location** - Select the location closest to you. Courses are held in various towns and cities across WA, NSW, QLD & VIC.



**Select Your Course** - Select the first aid course you prefer. We recommend Child Care First Aid (HLTAID004). This discount applies to any course.



**Choose Your Date** - Choose from the list of available dates. Select the number of seats required then click 'BOOK NOW'



**Enter The Attendee Details** - Complete the attendee details for each person. You will also be asked to read and agree to some critical student information before proceeding.



**Enter Your Discount Code & Pay** - On the payment page there is a discount code box where you enter the code WNAN5 to get your 5% off applied to your order. Complete payment then you are done!

Use Code **WNAN5** for 5% Off





## We Need A Nanny is a job board, not an Employment Agency.

We Need A Nanny serves as a forum for parents and caregivers to connect, and does not participate in any contractual arrangement that may result from such introductions. All arrangements are made directly between parents and caregivers. Access to our Site is conditional on and subject to the Terms of Use, including our Community Guidelines and Privacy Policy.

# Resources To Help With Nanny Employment Options

There are many ways that a caregiver can work for a family. To find out the best solution for your personal situation, you must seek professional advice, and finding an accountant is a great place to start.

To help you on your journey, we've provided a broad overview of the things you can consider and some resources you may find helpful. (Please note this is general information only and doesn't take into account your specific circumstances - see our Disclaimer on Page 2)

### How do families engage caregivers?

Broadly speaking, a family can engage a nanny directly or use an Agency.

The direct approach involves the parents managing the search and recruitment process themselves.

Parents can also use the services of an Agency to either help find a nanny, take care of the recruitment process, or both.

### Am I an employee or a contractor?

When a family is engaging a caregiver directly, it is important to understand if the caregiver is an employee of the family or a contractor. This important distinction determines the obligations of the working arrangement, like who is responsible for tax and super. The ATO has an easy Decision Tool that you can complete to understand your situation:

<https://www.ato.gov.au/business/employee-or-contractor/how-to-work-it-out--employee-or-contractor/>

The ATO also has a helpful article about what to do if you're unsure

about working arrangements:

<https://www.ato.gov.au/Individuals/Working/Employee-or-contractor---what-s-the-difference/What-to-do-if-you-think-you-re-an-employee/>

Nannies are typically considered employees, but every situation is different, and that's why it's so important that caregivers and families seek professional advice.

[https://www.fairwork.gov.au/library/k600086\\_nannies-au-pairs-employment-status-award-coverage](https://www.fairwork.gov.au/library/k600086_nannies-au-pairs-employment-status-award-coverage)

### The Best Jobs In Australia For Nannies, Au Pairs & Babysitters

Find a nanny position today at [www.weneedananny.com.au](http://www.weneedananny.com.au)

## Helpful resources

We have created this list of resources to help caregivers prepare for the important conversations with professionals and families.

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Visit the **Fair Work Ombudsman** for help with:

The difference between contractors and employees:

<https://www.fairwork.gov.au/find-help-for/independent-contractors>

Employment status and award coverage for nannies and au pairs:

[https://www.fairwork.gov.au/library/k600086\\_nannies-au-pairs-employment-status-award-coverage](https://www.fairwork.gov.au/library/k600086_nannies-au-pairs-employment-status-award-coverage)

Minimum workplace entitlements:

<https://www.fairwork.gov.au/tools-and-resources/fact-sheets/minimum-workplace-entitlements>

Templates and resources to manage workplace obligations:

<https://www.fairwork.gov.au/tools-and-resources/templates>

Visit the **Australian Tax Office (ATO)** for help with:

Your superannuation and tax obligations:

<https://www.ato.gov.au/business/employee-or-contractor/your-tax-and-super-obligations/>

Common myths about being a contractor:

<https://www.ato.gov.au/Individuals/Working/Employee-or-contractor--what-s-the-difference/Common-myths-about-being-a-contractor/>

Registering for GST:

<https://www.ato.gov.au/Business/GST/Registering-for-GST/>

Visit **Business.Gov.Au** for help with:

Starting and running a business as a contractor, which includes:

- choosing a business structure
- registering for your Australian business number (ABN), goods and services tax (GST) and business name
- setting up record keeping and accounting systems
- ensuring you understand your tax and legal obligations
- arranging insurance

<https://www.business.gov.au/guide/starting>

## Are you a Visa Holder or Migrant Worker?

If you are visiting Australia and want to work as a nanny, you must know the rules of your visa as there may be limits on the type of work you can do.

If you are allowed to work in Australia, know that international students, migrant workers and visa holders are entitled to the same rights in the workplace as all workers in Australia. This means that Australian employers must adhere to the same minimum pay rates and work conditions as they would for any other Australian employee.

Employers are also not allowed to cancel your visa, and they are not allowed to ask for, receive, offer or provide a benefit in return for visa sponsorship or employment that requires visa sponsorship.

If you have any workplace issues, the Fair Work Ombudsman is available to help you. You cannot get into trouble if you contact them to understand a working engagement with a family. They provide free advice and assistance to help you understand your rights.

For more information, visit <https://www.fairwork.gov.au/find-help-for/visa-holders-migrants>





# Get Paid What You're Worth

**W**e Need A Nanny is a platform offering high-quality jobs because it is a place for parents who are serious about finding a nanny. Families on We Need A Nanny are informed about their responsibilities, so that both parents and caregivers can engage in a meaningful way.

Nannies are covered under the Miscellaneous Award, and when a family posts a job on We Need A

Nanny they must agree to pay the minimum wage.

Professional nannies in Australia typically get paid between \$25 and \$30 per hour, and this can be higher depending on your experience and skills.

According to Fair Work Australia, nannies are more likely considered as employees rather than contractors, which means they

are entitled to benefits such as paid holidays, sick leave and superannuation. Every situation is different though, and that's why it's so important to seek professional advice.

Price yourself at a rate you feel comfortable with, and don't hesitate to ask for the work conditions and salary you deserve.

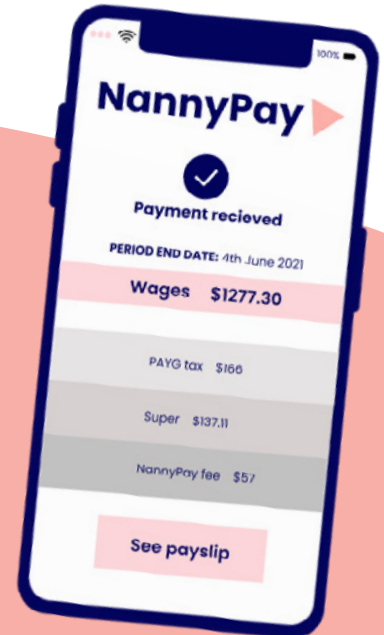
## NannyPay helps employers pay nannies properly on a fortnightly payroll

NannyPay offers a complete, all-inclusive payroll facilitation service for families. They take the guesswork out of payroll ensuring you are employed safely, legally and within the Fair Work legislation.

If you're being paid cash-in-hand, you should speak with the friendly NannyPay team. While this might be convenient for the family, what happens when you want to apply for a car loan, credit card or rental property? You will need payslips and proof of income. What about tax or super? Should the family be taking care of this or is it your responsibility? Remember, you are

a professional, and NannyPay can help you understand if you're being paid like one.

NannyPay makes it easy for your employer and you, so you can both relax and know you are being paid properly and your entitlements are met.



## NannyPay

We Need A Nanny proudly partners with NannyPay, who provide amazing payroll services for the nanny industry. We encourage you to visit NannyPay to understand all your payroll needs.

Learn more today at

[www.weneedananny.com.au/nanny-pay](http://www.weneedananny.com.au/nanny-pay)



# Why You'll Find The Best Jobs on **WE NEED A Nanny**

+40,000  
families have  
trusted WNAN  
to find **amazing**  
caregivers

Job seekers love We Need A Nanny because it is the single most popular platform in Australia where parents go to search for nannies, au pairs and babysitters. It is completely free for caregivers, and it's really easy to create a profile and apply for positions. There are hundreds of active families using We Need A Nanny, so there are always fantastic opportunities available near you.

By joining We Need A Nanny you will get **FREE** and **FULL** access to:

- ✓ Australia's #1 network of families looking for caregivers
- ✓ Hundreds of job opportunities
- ✓ A library with all the important information you need
- ✓ Resources from industry experts
- ✓ Amazing deals with WNAN partners
- ✓ Support from our Customer Service team

With so many top-quality jobs on offer, you won't waste time searching lots of different places managing multiple listings. We Need A Nanny is an easily searchable platform that lets you set your preferred location and other parameters making it easy to find jobs that suit you. Join today and create a unique profile that parents will notice.

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# How <sup>WE NEED A</sup> *Nanny* Works

## Create a Profile

Your profile is the primary way that parents will find and notice you. We have lots of great articles to help you create a profile that stands out, plus all the information you need to work as a nanny.

Creating your profile is easy because we have included fields for everything parents want to know about caregivers, including:

- A profile picture
- Your resume
- A description about yourself
- Your experience, skills and qualifications
- Your availability and the services you provide

Take the time to create a profile that parents will notice. It's completely free for caregivers to create a profile, apply for jobs and contact parents.



## Search & Apply for Jobs

There are hundreds of families on We Need A Nanny that need support. Searching and applying for jobs is easy! When you create your profile, you will receive instant notifications to your personal email whenever a parent posts a job in your local area. You can also search for jobs on our homepage, or you can login to your account and click 'Discover Jobs'.

To find a job, simply enter your postcode in the search bar and it will display active jobs in your area, sorted by most recent listing.

You can also add criteria to your search when you click 'New Caregiver Search', including:

- Distance from Me: Expand the radius of your search.
- Keywords: Find jobs with specific attributes, like 'French'.
- Availability: Select which days you are available during the week.
- Care Type: Are you able to provide general care, or are you offering specific services as a Nanny, Babysitter, Au Pair or Tutor?

If you are interested in applying for a job, you need to:

1. Login to your account
2. Click 'Discover Jobs'
3. Search for the job by postcode
4. In the job listing, click 'Send a Message'

This will open a chat with the parent who listed the ad in your Message Centre. When you send a message to the parent, they will be notified of your message via their personal email. If they wish to reply, they will send you a message via the 'Message Centre', and a notification will also be sent to your personal email.



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# How To Create A Profile That Parents Notice

## Create An Effective Profile

Here are some tips to create a profile that increases your chances of finding quality jobs with wonderful families.

**Profile photo** - Choose a simple and professional portrait photo that showcases your personality!

**Location** - Parents will search for caregivers and list jobs based on postcodes. You need to list your postcode in our profile to be notified when families post new job listings.

**Hourly Rate** - List your hourly rate to give families an indication about your salary expectations. Professional nannies in Australia typically get paid between \$25 and \$30 per hour. Your salary will also depend on other factors such as whether you are employed on a full-time, part-time, or casual basis, the number of hours, flexibility, qualifications and special skills.

**Checks & Qualifications** - Indicate if you have a Working With Children's Check (or Blue Card), a Police Check, First Aid Certificate and Driver's license. If you are waiting for a particular check to be issued (like a WWCC), be sure to explain your situation in the 'About Me' section. Parents also want to review your resume, so upload a resume that is professional.

**About Me** - Use the 'About Me' section to describe yourself in a professional and friendly way. Be genuine and authentic, as this is your opportunity to share with parents why you'll be a great fit for their family.

**Experience** - The experience, skills and qualifications section allows you to specify which type of caregiver you are, your years of experience and your qualifications.

**Availability** - Select the type of work you are looking for and your availability. If you want to explain your availability more, use the 'About Me' section.

**Additional information** - In the additional information section you can include other information that parents might like to know, such as the languages you can speak, whether you have a car and how far you're willing to travel.

## Create A Video



The best way to make a first impression with potential families is with a profile video! Keep the video short (around 1-2 minutes) and make sure you're the only person in the video (be mindful of privacy).

## Tips to Stand Out in the Nanny Search

### Let Your Personality Shine.

Use the 'About Me' section of your profile to showcase yourself. Be professional and thoughtful in how you present yourself. Authenticity is key! A video is also a powerful way to display your wonderful personality.

### Proof-Read your Profile.

Double-check everything you write, as some parents will care about grammar and spelling.

### Login Regularly.

When parents search for nannies, the search results are sorted by 'Last Online'. Stay at the top of the search results by logging in regularly to your We Need A Nanny account.

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# Add a FREE Video Introduction to your Profile!

**D**id you know you can add a FREE profile video to your **We Need A Nanny** account? Video profiles increase your chances of being noticed by parents.

It's as easy as 1, 2, 3...

- 1 Log in to your WNAN account
- 2 Scroll down to Upload a FREE profile video
- 3 Record and upload your video!

Your video will be reviewed and approved by the Customer Service team. For privacy reasons, please ensure that your video does not feature other people, especially children.

Here's a few tips to help you create an awesome profile video that will stand out to parents:

- Think about what you would like to say. You may like to prepare a script and rehearse it a few times before recording.
- Your video should be a friendly introduction to parents, so let your personality shine through!
- Mention all the things you love about being a nanny and caring for children which parents may not appreciate from your CV.
- Check your surroundings and choose a nice background setting.

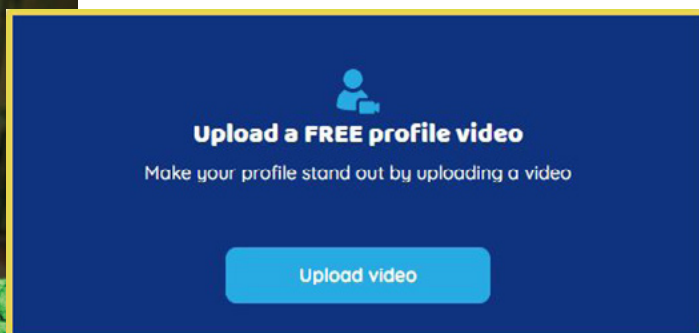
- And finally, check your video before you upload it. Feel free to try a few recordings and choose the one you feel most comfortable with.

If you wish to change your video in the future, simply log in and click the **Change Video** button on your dashboard.



## Add A FREE Video To Your Profile

Upload your video to make your profile stand out today at [www.weneedananny.com.au](http://www.weneedananny.com.au)



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# Optional Features to Increase Your Exposure

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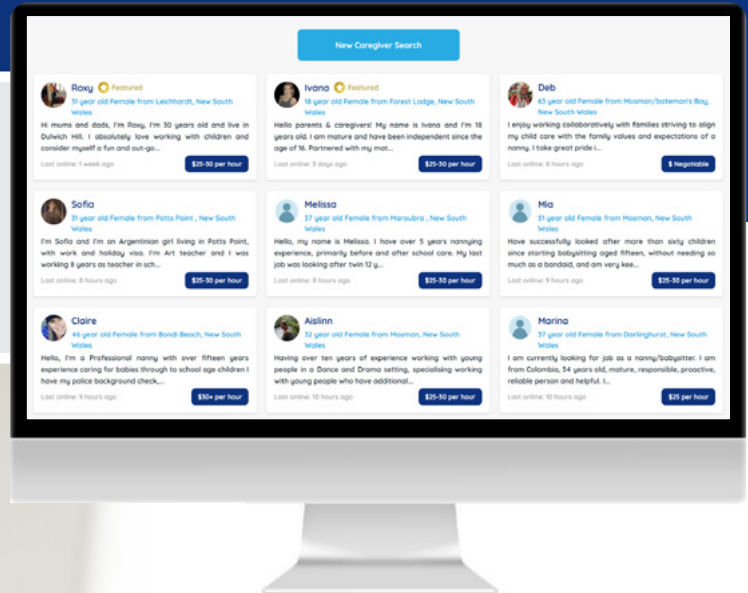
**Jane Smith**  
Featured

## Become A Featured Caregiver

When you become a Featured Caregiver, your profile will appear in the top search results, and also on the Dashboards of Parents close to you. Parents can also find Featured Caregivers with an exclusive search. You can become a Featured Caregiver for just \$10 per month (cancel anytime), or buy an annual pass for \$120.

The star indicates you are a featured caregiver

Featured caregivers are shown first. It demonstrates to families that you are serious about your work as a nanny or babysitter.



## Add SMS Credits For Faster Responses

Whenever you send a message in our Message Centre, the receiver will be notified via their personal email. If you'd like a faster response, you can purchase SMS credits to send a notification to their mobile.

You can purchase 30 SMS Credits for \$22.

**30 SMS Credits \$22**



# Interview Preparation Tips

**T**he interview is the chance for both the parents and the caregiver to determine if they are the right fit for each other.

With every interview, make sure you have all the required documents to prove your checks and qualifications, which include

- Qualifications
- First Aid Certificate
- Police Check
- Work with Children Check
- Driver's Licence
- Reference letters

To best prepare for the interview, consider all the questions a parent will ask you about your personality, lifestyle, interests and experience. You will likely be asked about how you have handled difficult situations, so be sure to have a number of examples to showcase your caregiving abilities.

You also want to have a list of questions prepared to ask the parents, so you can determine if the job is the right fit for you. It is essential that you make a list of things you need to know about the family, their children, and how the engagement will likely work.

To help you prepare, here are a few questions to consider. The most important thing is that all expectations are discussed and agreed to before any engagement commences

## About the Children

- What do I need to know about your children?
- Can you introduce me to them?
- How do you discipline your children?
- Which childcare methods or philosophies do you prefer?
- Are there any special needs I need to be aware of?

## About Your Role

- How do you imagine a nanny's role in your family?
- How do you expect me to contribute to the development of your children?
- What are the hours, duties and conditions of the role?
- What happens if more is requested, particularly at short notice?
- What's the best way to communicate with you?

## About the House

- What are your house rules?
- What do I need to know about safety and security?
- What are the expectations for how the house is kept?
- Do you have a fully-stocked first aid kit?
- Do I use your family car or my own car to take children to school and other activities?



If the interview goes well, many parents will ask potential candidates for a trial or probation period. This allows for the children to react to the new dynamic, and also provides an opportunity for the parents and the caregiver to understand the working arrangement before committing. The parents are lawfully required to remunerate the caregiver during the trial.

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# You Found The Perfect Job! What's Next?

**W**hen you find the perfect family and you successfully complete a trial run, it is time to finalise the terms of your working arrangement.

## Sign a Contract!

You **MUST** sign a contract before you start working for a family. The purpose of this document is to set out the terms of your agreement, and both parties must discuss and agree to these terms. A contract gives you and the family peace of mind by ensuring both parties are on the same page, and outlines how to handle potential issues. Most importantly, the contract protects the rights of both parties.

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## Have regular performance reviews

Regular performance reviews ensure that expectations are being made and kept on both sides. It's an opportunity to go through the contract and discuss what is working well and what isn't. Both parties can then decide how to move forward. Performance reviews are also an opportunity to consider remuneration. Nannies are working professionals, and parents should expect wage growth with long-term agreements.

## Maintaining Good Communication

If you want to have a harmonious and long-lasting relationship with a family, it is essential that both sides maintain good communication. Nannies and parents are part of the same team, which means both sides need to talk through problems when they arise, but also celebrate the wins together.

We have some tips to maintain great communication:

- Be focused on work talk, but make sure you connect on a personal level.
- Keep the dialogue open to ensure better understanding.
- Discuss any issues as they come up; don't leave problems unaddressed.
- Keep track of events and activities for reference.
- Record important milestones in the family.
- Share what you appreciate about each other.

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