

Local Government Association Internship Early 2025 In London

Description

The Local Government Association (LGA) Internship provides an exciting opportunity for individuals interested in local governance, public policy, and the work of local authorities. This internship is designed to offer practical experience in a professional environment, allowing interns to contribute to key projects and initiatives, while gaining valuable insight into the functioning of local government and public service.

Responsibilities

- Assist in researching, analyzing, and preparing policy documents, reports, and presentations related to local government services, initiatives, and policies.
- Support the delivery of projects by coordinating meetings, compiling data, and drafting communication materials for internal and external stakeholders.
- Participate in meetings with local government officers and partner organizations to gather information and share findings.
- Contribute to the development of policy recommendations and strategic proposals.
- Provide general administrative support including organizing events, assisting in the preparation of materials, and updating databases.
- Assist in communications tasks such as writing articles, social media updates, and newsletters about the LGA's work and its impact on local communities.
- Provide support on research and consultation activities, including surveys and stakeholder engagement efforts.
- Work alongside LGA team members to support the coordination of events, conferences, and workshops.

Qualifications

- Current undergraduate or graduate student in Public Administration, Political Science, Social Sciences, or a related field, or recent graduate.
- A strong interest in local government, public policy, and community development.

Experience

- No prior professional experience is necessary, but previous internships, volunteer work, or academic projects related to local government or public services are a plus.
- Any experience in research, writing, or project management will be beneficial.

Skills

- Strong written and verbal communication skills, with the ability to

Hiring organization

Local Government Association
Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Relations Services

Job Location

London, England, United Kingdom,,
E1 8RU,, London,, England,, United
Kingdom,

Working Hours

8

Base Salary

10

Date posted

December 15, 2024

Valid through

03.12.2026

communicate effectively with diverse audiences.

- Excellent organizational and time management abilities, with a keen attention to detail.
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint) and familiarity with data analysis tools is desirable.
- Ability to work both independently and as part of a team.
- Strong research and analytical skills with the ability to synthesize information and present findings clearly.
- A proactive attitude, with the ability to take initiative and demonstrate flexibility in handling a variety of tasks.

Job Benefits

- Hands-on experience in the field of local government and public policy.
- Exposure to the inner workings of a professional, dynamic team in a leading public sector organization.
- Opportunities for networking and professional development through events, workshops, and meetings with local government leaders.
- A stipend to cover living expenses during the internship period (if applicable).
- Flexible working arrangements, with the opportunity to work both remotely and in the office.
- A chance to contribute to impactful projects that influence local government policies and services across the UK.

How To Apply

To apply for this internship, please submit your CV and a cover letter outlining your interest in the position, relevant skills, and experiences. In your cover letter, please detail why you are passionate about working in local government and what you hope to gain from this internship.

[Job Vacancies Portal Here:](#)