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Pembrokeshire County Council Internship Program 2025

Description

The Pembrokeshire County Council Internship Program aims to provide undergraduate and graduate students with practical experience in public sector operations. Interns will contribute to projects and initiatives that support the Council's mission of delivering high-quality services and fostering community development.

Responsibilities

As an intern, your responsibilities may include:

- Assisting in the research, planning, and implementation of Council projects.
- Collaborating with teams across various departments, such as Environment, Education, Housing, and Social Services.
- Supporting the preparation of reports, presentations, and community engagement activities.
- Contributing to the analysis of policies and initiatives to ensure alignment with community needs.
- Participating in team meetings, workshops, and training sessions.
- Providing administrative support to ensure smooth departmental operations.

Specific duties may vary depending on the assigned department.

Qualifications

To be eligible for the internship, candidates must:

- Be currently enrolled in an undergraduate or postgraduate program or have graduated within the past year.
- Demonstrate a strong interest in public service and community engagement.
- Possess a minimum 2:2 degree classification or equivalent academic performance.

Experience

Experience in the following areas is desirable but not essential:

- Previous involvement in community projects or volunteer work.
- Research or administrative experience gained through work or academic settings.
- Familiarity with local government functions or public policy.

Skills

The ideal candidate will have:

- Excellent written and verbal communication skills.
- Strong organizational and time-management abilities.
- A proactive approach to problem-solving and teamwork.
- Proficiency in Microsoft Office Suite and other relevant software.
- The ability to adapt and learn quickly in a dynamic environment.

Hiring organization

Pembrokeshire County Council
Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Haverfordwest, Wales, United
kingdom, SA61, Haverfordwest,,
Wales,, United kingdom,

Working Hours

8

Base Salary

10

Date posted

November 19, 2024

Valid through

13.11.2026

Job Benefits

- Gain valuable, real-world experience in public administration.
- Develop skills that enhance employability and career prospects.
- Work alongside experienced professionals and expand your professional network.
- Competitive internship allowance or travel reimbursement (where applicable).
- Access to Council training and development programs.
- The opportunity to contribute to meaningful projects that benefit the community.

How To Apply

To apply for the Pembrokeshire County Council Internship Program 2025:

1. Complete the online application form available on the
2. Submit your CV and a cover letter outlining your interest in the internship, relevant skills, and how you align with the Council's mission.