

The Open University Summer Internship Students Placements 2025 In Uk

Description

The Open University Summer Internship Students Placements 2025 offer a fantastic opportunity for students to gain hands-on experience in a leading UK institution. This program aims to provide valuable exposure to the academic, research, and administrative functions of the university. Interns will be involved in a variety of projects, working closely with experienced professionals, and contributing to initiatives that support students, research, and the broader community. This internship is ideal for those looking to build their career in higher education, research, or university administration.

Responsibilities

As an intern at The Open University, your key responsibilities will include:

- Assisting with research projects and academic work under the guidance of faculty or research staff.
- Supporting the preparation and execution of student support programs and university initiatives.
- Contributing to the development of communications, presentations, and reports for internal and external audiences.
- Helping to coordinate events, workshops, and outreach activities for students or academic staff.
- Engaging in administrative tasks such as data collection, analysis, and maintaining records.
- Providing support to various departments, including student services, academic departments, or operations.
- Collaborating with team members across different functions to ensure project goals and deadlines are met.

Qualifications

- Currently enrolled in a full-time undergraduate degree program (any subject area).
- Must be eligible to work in the UK for the duration of the internship.
- Strong academic performance (specific GPA requirements may apply depending on the department).
- Interest in the higher education sector, research, or university operations.

Experience

- Previous internship or work experience in an academic, research, or administrative environment is beneficial but not required.
- Experience in volunteer work, student organizations, or projects that demonstrate leadership and teamwork is a plus.

Skills

- Strong written and verbal communication skills.

Hiring organization

The Open University Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Higher Education

Job Location

Milton Keynes, England, United Kingdom, MK15,, Milton Keynes,, England,, United Kingdom

Working Hours

8

Base Salary

10

Date posted

November 24, 2024

Valid through

25.11.2026

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint).
- Ability to work independently and as part of a team.
- Strong organizational skills with the ability to manage multiple tasks and meet deadlines.
- Attention to detail and problem-solving abilities.
- Research skills and an interest in academic work (if applying for research-focused placements).
- Ability to adapt to new technologies and software tools.
- Strong interpersonal skills with a friendly and approachable demeanor.

Job Benefits

- Paid internship with competitive salary.
- Opportunity to work in a prestigious and innovative institution.
- Exposure to academic research, higher education operations, and student services.
- Mentorship and support from experienced professionals in the academic field.
- Professional development opportunities, including training, workshops, and networking.
- A chance to develop transferable skills such as project management, communication, and teamwork.
- Access to Open University resources and the chance to interact with a diverse and dynamic academic community.
- Potential for future career opportunities within The Open University.

How To Apply

To apply for The Open University Summer Internship Students Placements 2025, please submit the following:

- An updated CV/resume.
- A cover letter outlining your motivation for applying, relevant skills, and what you hope to gain from the internship.
- A copy of your most recent academic transcript.

[Job Vacancies Portal Here:](#)