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Welsh Government Summer Internship Programme 2025 Apply Now

Description

The Welsh Government Summer Internship Programme 2025 offers an exciting opportunity for talented individuals to gain hands-on experience in public sector work, contribute to meaningful projects, and develop professional skills in a dynamic environment. This internship is designed to provide students and recent graduates with a comprehensive insight into the workings of the Welsh Government and public service, while allowing them to contribute to initiatives that shape the future of Wales.

Responsibilities

- Assist with the development, research, and delivery of projects related to key government policies and initiatives.
- Support policy teams in data analysis, preparing reports, and conducting research on current issues facing Wales.
- Collaborate with colleagues and stakeholders across departments, helping to enhance the impact of government services and strategies.
- Contribute to the creation of presentations and briefings for senior leadership, highlighting findings and recommendations.
- Take part in meetings and assist in the development of internal and external communications related to government work.
- Attend and participate in training sessions, workshops, and networking events to enhance learning and career development.
- Provide general administrative support, including managing correspondence, scheduling, and document preparation.

Qualifications

- Applicants must be enrolled in or have recently completed a university degree or equivalent qualification.
- A keen interest in public policy, government, or public sector management is highly desirable.

Experience

- No prior work experience in government or public policy is required. However, applicants with previous internship or volunteer experience in similar sectors will be at an advantage.
- Experience in conducting research, writing reports, or working on projects is beneficial.

Skills

- Strong written and verbal communication skills.
- Ability to analyze and interpret information.
- Strong attention to detail and ability to work with data.
- Time management skills and ability to prioritize tasks effectively.

Hiring organization

Welsh Government Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Cardiff, Wales, United Kingdom,
CF24,, Cardiff,, Wales,, United Kingdom

Working Hours

8

Base Salary

10

Date posted

November 27, 2024

Valid through

24.11.2026

- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- A proactive, self-motivated approach to problem-solving and teamwork.
- Ability to adapt quickly and be flexible in a fast-paced environment.

Job Benefits

- Competitive internship stipend.
- Gain valuable experience working within the public sector and contribute to projects that make a real difference in Wales.
- Opportunity to network with professionals and senior leaders within the Welsh Government.
- Access to training and development opportunities to build your professional skills.
- A potential pathway to future opportunities within the Welsh Government.
- Flexible working arrangements and a supportive work environment.

How To Apply

To apply for the Welsh Government Summer Internship Programme 2025, please submit your CV and a cover letter outlining your interest in the programme, relevant skills, and why you are passionate about public service in Wales. Ensure you meet all the eligibility requirements before submitting your application. Applications should be submitted via the Welsh Government careers portal by the closing date.

[Job Vacancies Portal Here:](#)