

Bedford Borough Council Internship Opportunities 2025 Apply Now

Description

The Bedford Borough Council Internship Programme 2025 offers a unique opportunity for students and recent graduates to gain practical experience and develop essential skills in a local government setting. Interns will work alongside professionals in various departments, contributing to projects and initiatives that directly impact the community. This is an excellent opportunity to build your career, expand your network, and gain invaluable insight into public service.

Responsibilities

As an intern with Bedford Borough Council, you will be involved in a variety of tasks including but not limited to:

- Assisting in research, analysis, and data collection for key projects.
- Supporting the delivery of council services and initiatives.
- Engaging with stakeholders and the public to gather feedback and support projects.
- Helping to prepare reports, presentations, and documentation for meetings.
- Participating in team meetings, providing input on ongoing projects, and offering fresh perspectives.
- Assisting in event planning and coordination of community outreach activities.
- Managing and updating relevant databases and records.
- Undertaking any additional tasks or duties as required by your team and department.

Qualifications

- Currently studying or recently graduated with a degree or equivalent qualification in a relevant field (e.g., Public Administration, Politics, Social Sciences, Business, or related disciplines).
- A passion for public service and local government.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).

Experience

- No prior work experience is necessary; however, any voluntary or part-time work experience, particularly in customer service or administrative roles, will be advantageous.
- Previous involvement in community or university organizations is a plus.

Skills

- Excellent communication and interpersonal skills.
- Strong organisational and time-management abilities.
- Ability to work independently and as part of a team.
- Proactive, with a problem-solving attitude.
- Attention to detail and an eagerness to learn.

Hiring organization

Bedford Borough Council Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Bedford, England, United kingdom,
MK40,, Bedford,, England,, United
kingdom,

Working Hours

8

Base Salary

10

Date posted

February 25, 2025

Valid through

17.01.2026

- Basic knowledge of research methods and data analysis.

Job Benefits

- Gain hands-on experience in a supportive and dynamic work environment.
- Networking opportunities with professionals in the public sector.
- A structured learning and development programme to enhance your career prospects.
- Flexible working hours to accommodate academic schedules.
- Opportunities to contribute to meaningful projects that positively impact the local community.
- Potential for future employment opportunities within the Council.
- Competitive stipend or salary depending on the role and department.

How To Apply

To apply for the Bedford Borough Council Internship Programme 2025, please follow these steps:

1. Visit the Bedford Borough Council careers page at [insert website].
2. Complete the online application form and upload your CV along with a cover letter detailing your interest in the programme and how your skills and experiences align with the role.
3. Ensure your application is submitted by the deadline.
4. Shortlisted candidates will be invited to attend an interview.

[Job Vacancies Portal Here:](#)