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Bedford Borough Council Internship New Graduate Programme 2025

Description

The Bedford Borough Council Internship New Graduate Programme is designed for recent graduates to gain hands-on experience within local government, supporting a range of services across different departments. This is an exciting opportunity to develop professional skills, build your career, and contribute to impactful community-driven projects that directly benefit the residents of Bedford Borough.

Responsibilities

As an intern within the New Graduate Programme, you will:

- Work across various departments to support key operational tasks and projects.
- Collaborate with teams on policy development, research, and implementation.
- Assist in preparing reports, presentations, and other communications materials.
- Participate in meetings and contribute ideas for the improvement of services.
- Engage with local stakeholders, residents, and community groups to gather feedback.
- Support the planning, delivery, and evaluation of community initiatives.
- Take on specific administrative tasks and data management responsibilities.
- Develop an understanding of local government operations and public sector priorities.
- Receive training and mentorship from senior team members to support your professional development.

Qualifications

- A recent graduate (within the last 12 months) with a degree in any subject.
- Strong academic record, with a keen interest in local government, public administration, community engagement, or related fields.

Experience

- Previous work experience, whether through internships, part-time roles, or volunteer work, will be beneficial but not essential.
- An understanding of or interest in public policy, local government services, or community work is desirable.

Skills

- Excellent written and verbal communication skills.
- Strong analytical and problem-solving abilities.
- Ability to work effectively both independently and as part of a team.
- High attention to detail and organizational skills.

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 20, 2025

Valid through

31.01.2026

- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, etc.).
- Enthusiasm for learning and a proactive attitude.
- Ability to engage with diverse communities and stakeholders.
- A genuine interest in contributing to public service and local governance.

Job Benefits

- Competitive salary with opportunities for growth and development.
- Access to training and development opportunities.
- Mentorship and guidance from experienced professionals.
- Flexible working arrangements.
- 25 days annual leave, plus bank holidays.
- Access to the Council's employee benefits scheme, including discounts and wellness programs.
- Opportunities to attend networking events and workshops.

How To Apply

To apply for the Bedford Borough Council Internship New Graduate Programme 2025, please submit your CV along with a cover letter outlining your motivation for applying and what you hope to gain from the internship. Please email your application or apply via our website at.

[Job Vacancies Portal Here:](#)