



<https://www.futureinterne.online/job/city-of-austin-internship/>

## City Of Austin Internship Employments Opportunities 2025 In US

### Description

The City of Austin offers an exciting opportunity for motivated students and recent graduates to gain hands-on experience in various departments within the city government. These internships provide a platform for individuals to contribute to meaningful projects, while developing skills that will help launch their careers in public service and other fields.

### Responsibilities

As an intern with the City of Austin, you will be assigned to a specific department or project where your duties may include, but are not limited to:

- Assisting in research and data collection for ongoing projects.
- Participating in meetings and taking notes for project discussions.
- Drafting and editing reports, memos, and presentations.
- Conducting fieldwork or site assessments when needed.
- Supporting the department in day-to-day administrative tasks.
- Collaborating with cross-functional teams and city staff.
- Providing assistance in public outreach and community engagement activities.
- Assisting with social media, communications, and marketing efforts.
- Contributing to program development and evaluation.

### Qualifications

- Must be enrolled in or a recent graduate of an accredited college or university.
- Must have a strong interest in public service and community development.
- Available to work for the duration of the internship (specific dates and hours will vary).
- Must meet specific departmental requirements (e.g., coursework or academic background related to the department).

### Experience

- Prior internship or volunteer experience in a related field is a plus but not required.
- Experience in team settings, project-based work, or any relevant fieldwork is beneficial.

### Skills

- Strong communication skills (written and verbal).
- Ability to work independently and in a team environment.
- Critical thinking and problem-solving abilities.
- Basic proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- Familiarity with data analysis, research methods, or social media platforms is a plus.

### Hiring organization

City Of Austin Internship

### Employment Type

Intern

### Duration of employment

6 Months

### Industry

Government Administration

### Job Location

Austin, TX, United States, 78701,,  
Austin,, TX,, United States,

### Working Hours

8

### Base Salary

10

### Date posted

March 11, 2025

### Valid through

15.01.2026

- Time management and organizational skills.
- Positive attitude, adaptability, and willingness to learn.

### **Job Benefits**

- Gain valuable hands-on experience in government operations.
- Network with professionals across various city departments.
- Develop job-ready skills that will enhance your career prospects.
- Opportunities for mentorship and career development.
- Paid internships or academic credit (depending on department and eligibility).
- Flexible work schedules to accommodate academic commitments.
- Access to City of Austin’s employee benefits, including wellness programs and discounts.

### **How To Apply**

To apply for an internship with the City of Austin, please follow these steps:

1. Visit the City of Austin careers website.
2. Search for the “2025 Internship Opportunities” section.
3. Select the internship position that best aligns with your interests and qualifications.
4. Complete the online application form and submit your resume, cover letter, and any additional documents requested.
5. Ensure that you meet the eligibility criteria for the position you are applying for.
6. Interviews may be conducted on a rolling basis, so early application is encouraged.

[Job Vacancies Portal Here:](#)