

CCHQ Summer Internship Scheme

Role:	Summer Intern	Closing Date:	14/05/2021
Term:	6 Weeks, Commencing June 2021	Base of work:	CCHQ London
Salary:	National Living Wage	Allowances:	The wage will be supplemented with expenses for travel cost (Zones 1- 9) and subsistence allowance.

Internship description

At the Conservative Party, we believe in attracting the top talent across a wide range of specialisms and skills and believe we will be at our best when we reflect all the communities we serve and represent.

The Summer Internship Scheme will offer an exciting opportunity to undertake a paid introductory employment and training experience across multiple departments within the Party over six weeks in the Summer.

In collaboration with the Patchwork Foundation, this scheme will provide exposure to many different areas and aspects within the Party, including digital, press, campaigning, marketing, research and more. The scheme is designed to support young adults who traditionally may not have thought a career in politics was possible by providing the skills, insight, experiences, and pastoral support needed to overcome any barriers.

You will experience a wide range of project work and activities equipping you with the essential skills to work in centre-right politics.

We are looking for dynamic and motivated young adults from underprivileged or non-traditional backgrounds interested in a career in Politics to join our teams and experience what it's like to work in CCHQ.

What the Internship could include:

- Working alongside our research department, gaining experience across our policy, briefing and political teams and gaining an insight into what it takes to be future Special Advisor in Government.
- Learning the ropes across our digital department with the opportunity to assist with our social media channels. Providing support to MPs and playing a critical part in the success of the Conservative Party at a critical stage in this parliamentary cycle.
- Gaining first-hand experience in the CEOs Office learning about what it takes to run a political party alongside the senior management team.
- Experiencing our busy Press office, working alongside our press team to draft news summaries and articles
- Experience the core of our CCHQ Campaigning team, learning what it takes to win elections through drafting campaign messages, organising volunteers and learning about campaign strategy.

You will be supported by your CCHQ line manager and a Patchwork mentor to develop your Personal Development Plan (PDP). Your mentor will also provide careers advice and guidance throughout the programme and beyond. We also encourage our interns to collaborate, attend development days and volunteering opportunities and engage with our internship and apprenticeship network.

Eligibility

We are looking for individuals who are:

- Proactive learners who show a keen willingness to develop within the Party.
- Creative and innovative individuals with a flare and passion for Politics.
- Looking to be challenged through a whole host of new experiences

To apply, candidates must:

Be between the ages of 18 – 21 years old with the following requirements:

- Minimum grade 5 in English and Maths GCSE
- A-Level: BCC / BTEC Level 3: MMM / equivalent to 104 UCAS points

Security Clearance

We will carry out standard background checks prior to appointments.

Recruitment timeline

- Applications close: **14th May 2021.**
- Interviews week commencing: **24th May 2021.**
- 6 Week Summer Internship beginning: **18th June 2021.**

Recruitment process and assessment criteria

- Stage 1: CV & Online Application

All applications must submit a CV, equal opportunities form and cover letter.

Once you have submitted your CV, we will be in contact to request a cover letter and ask you to complete an equal opportunities form. Your cover letter must answer these questions:

- What particular skills, knowledge, and experience would you like to gain through this internship?
 - Please outline any extra-curricular and/or leadership roles you have taken and what did you learn from those experiences?
 - What are your long-term career prospects?
 - Why would you like to work for the Conservative Party?
- Stage 2: Short Presentation & Interview Assessment (focused on Situational Judgement, Planning and Prioritisation)
 - Stage 3: Final Sift