

General Information

Title: London and South East

Non-Academic partner: Cities and Local Growth Unit

Role/Sector: Economic growth

Location: 2 Marsham Street or Eastbrook, Shaftesbury Road, Cambridge, CB2 8DU

Duration: 3 months minimum, 6 months preferred

Start date: Autumn 2017

Full or Part time: Preferably full time but with some flexibility

Who are you going to work with

The Cities and Local Growth Unit is a radical, award-winning joint unit between Department of Business, Energy and Industrial Strategy (BEIS) and Department for Communities and Local Government (DCLG). We are one cross-departmental team uniquely placed to work hand-in-hand with local partners and colleagues across Government to break down barriers and create the right conditions for growth in places throughout the country. Over the last 5 years, we have negotiated 8 Devolution Deals in England, 33 City Deals (including 5 with Scottish and Welsh city regions), established 48 Enterprise Zones and allocated £12bn funding through 39 Growth Deals.

How do you expect to spend your day

The intern will lead the delivery of bespoke pieces of analytical work to make a compelling case for the role of London and the South East. Whilst the exact nature of these projects may change as a result of new Government priorities, the role will include supporting at least the following three pieces of analysis;

- The evidence base for the role of London and South East in the UK economy – Produce a report summarising the existing evidence base for the role of London and South East in the UK economy, including a literature review and an analysis of the evidence gaps
- Brexit – Strengthen the team's existing local intelligence function by delivering a granular assessment of what a 'business friendly' Brexit involves for London and the South East. This includes conducting a literature review and interviews
- London and South East: an economy that works for all – The high performance of 'prosperous' London and the South East can mask high levels of inequality and a sense in some cases that people have been 'left behind'. This work will include a literature review, interviews with think tanks and other key influencers, organising workshops in local places, and producing a report including a set of recommendations.

For all of these projects, the intern must be prepared to work as part of a larger project team and to draw on the support of the rest of the London and South East team to fill evidence gaps and to hone their recommendations. They should also be prepared to brief senior civil servants on their conclusions. Depending on the pace with which the projects

are delivered, and the capability of the intern, there will also be the opportunity to implement some of the recommendations produced.

Objectives:

- Desk based research – including literature reviews
- Attending meetings with other members of staff with key stakeholders involved in the areas above
- Attending events pertinent to the areas above e.g. hosted by think tanks, universities
- Organising and running workshops with the team and external stakeholders
- Presenting conclusions to senior civil servants
- Contributing to ministerial briefing requests, correspondence, PQs as appropriate

The ideal intern's personality and qualifications

Whilst the focus of the role is analysis – so first class social research skills are a must – the intern must also be able to work with a broader team and communicate in a straightforward, clear and concise way.

Essential skills:

- Conducting literature reviews, rapid evidence assessments and other forms of desk based research – and an ability to communicate the conclusions of that research clearly and concisely, orally and in writing
- Qualitative research, including conducting interviews and analysis of qualitative data – underpinned by the confidence and credibility to inspire the trust of very senior internal and external stakeholders
- Analytical skills - to go beyond summarising the evidence to making practical recommendations for action
- Team working - the role will involve collating intelligence from team members and developing an in depth understanding of the way the team works
- Project management – the intern will be working on more than one project and will need to be able to give their own pace to the work

Desirable skills:

- Flexibility – This is a high profile policy area where we are often asked to pivot quickly to respond to ministers and other policy developments. Flexibility and resilience will help the intern to perform under pressure.
- Economic development research background – Though the focus is on generic research skills and transferable skills like team working, knowledge of the policy area would be an advantage.

What are the benefits of Interning at this project

- Exposure to a high profile policy area with significant ministerial focus, giving an excellent insight into how evidence informs policy at the highest level

CAMBRIDGE SOCIAL SCIENCE PARTNERSHIP – INTERNSHIP PROJECT

- Access to cross civil service learning and development opportunities – Civil Service Learning, Policy Profession, departmental knowledge shares and core curriculum training

[Apply for this role](#)

If you are interested in applying for this opportunity, please email the completed [application form](#) and a CV to esrcdtc@admin.cam.ac.uk.

Please note that all applications must be approved by the applicant's PhD supervisor. The application deadline is **September 20 2017**. Results will be announced early October 2017.