

Where to Find Jobs & Internships in Government, Policy, NGOs & Public Affairs/Government Relations

How to use this guide...

This guide is a series of **links** to enable you to find jobs, internships & contacts. There is much crossover in this sector links have been put in their most relevant section, but do investigate across areas and be open minded. You may ultimately want to work in Human Rights, but having some experience of International Development for example, will undoubtedly add value to your CV.

N.B. Internships in NGOs are generally still unpaid even if for a few months. Internships in governmental organisations are usually now paid (definitely in the UK). If looking at unpaid internships, explore if you can source some kind of sponsorship e.g. the QMUL Annual Fund, the QMUL Expeditions Fund and the Erasmus Internship programme.

Do use this resource in conjunction with two QMUL Careers & Enterprise 'Getting into...' guides on 'Politics, Policy & Government Affairs' and 'Charities, NGOs & International Development', for further advice on making applications, things to consider etc.

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Job Profiles

A good introduction to help you understand types of roles and sectors. Information on day to day work, salary, entry requirements, skills & responsibilities, training, career development and typical employers. Links to further information and relevant jobsites.

[Civil Service fast streamer: job profile](#)

[Public services and administration: sector overview](#)

[Civil Service administrator: job profile](#)

[Diplomatic Service officer: job profile](#)

[Public affairs consultant: job profile](#)

[Local government officer: job profile](#)

[Politician's Assistant: job profile](#)

[Trade union research officer: job profile](#)

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[Social researcher: job profile](#)

[Charity officer: job profile](#)

[International aid/development worker: job profile](#)

Jobs/Internships

N.B. What follows is not an exhaustive list of where to find opportunities and is not meant to replace your own research on where to find opportunities in your sector of interest. A simple way to start online is to search: *type of organisation + sector of interest + location* e.g. *think tanks + education + London* or *NGO + human rights + Paris*.

Public Affairs/Policy/Government Relations

[PubAffairs](#)

PubAffairs is a network for the public affairs, government relations, policy and communications industry. The website includes job vacancies, career advice, and information on the work of lobbyists. There is also an area specifically for graduates which includes a graduate jobsboard.

[Working for an MP](#)

Lots of useful information, not just on working for an MP but other aspects of politics. Site includes jobs, blogs, links to parties, think tanks, lobby groups, departments, etc. For excellent guides on making applications and writing CVs, use the 'Site Index'.

[Political Jobs](#)

Requires subscription for full access – but some jobs and internships are visible to all. Includes jobs in UK, US, Canada, Europe and the rest of the world.

[INTRAC](#)

A leader in civil society policy and practice. We develop practical solutions to civil society challenges, combining values-driven consultancy, training, research and learning across key themes. Interns & volunteers welcome – UNPAID

[EuroBrussels](#)

European affairs jobsite. Jobs in EU institutions, industries, law firms, NGOs, think tanks, etc. Lists several internships within for instance research, law, public affairs, languages and more.

NGOs – Human Rights/Refugees

[International Service for Human Rights](#)

The International Service for Human Rights (ISHR) is an international non-governmental organisation based in Geneva, at the heart of the United Nations human rights system, with a small branch office in New York. The International Service for Human Rights is an independent, non-governmental organisation dedicated to promoting and protecting human rights. Offers internships to students/graduates in its Geneva office. UNPAID

[British Institute of Human Rights](#)

BIHR is a human rights organisation that is committed to challenging inequality and injustice in the UK. Potential employer/intern opportunity. FOLLOW on social media

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Liberty

UK based non-governmental organisation aiming to protect civil liberties and promote human rights for everyone. Occasionally advertises volunteering opportunities.

Anti-Slavery International

A UK charity working to eliminate all kinds of slavery in the world. Sign up to newsletter; follow on social media. Internships available for university students pursuing a career in human rights/development. Opportunities advertised on website as available, under 'About Us'. Provide resources/materials to student groups... could you set up or join a QMUL 'Anti-slavery Group'?

World Organisation against Torture

The World Organisation Against Torture (OMCT) is the main coalition of international non-governmental organisations (NGO) fighting against torture, summary executions, enforced disappearances and all other cruel, inhuman or degrading treatment. Offers unpaid internships in its Geneva office.

European Council on Refugees and Exiles (ECRE)

A pan-European network of 69 refugee-assisting non-governmental organisations that promotes a humane and generous European asylum policy. Hires interns for 6-month periods to its Brussels office.

Association for Women's Rights in Development (AWID)

An international, multi-generational, feminist, membership organization committed to achieving gender equality, sustainable development and women's human rights. Jobs and internships advertised worldwide.

Minority Rights Group International

Secures rights for ethnic, religious and linguistic minorities and indigenous people around the world.

Volunteering roles in the London office and internships which focus on more specific projects. Opportunities advertised when available.

Human Rights Watch

Organisation protecting human rights around the world. Offers internships (unpaid) and in various locations in USA, Switzerland and Middle East.

Refugee Council

The Refugee Council is the largest organisation in the UK working with asylum seekers and refugees. Various voluntary opportunities and jobs advertised on website.

Business & Human Rights Resource Centre

The Business & Human Rights Resource Centre has become the world's leading independent resource on the subject. Has human rights jobs listings.

Environmental Justice Foundation

UK-based non-profit organisation working internationally to protect the environment and defend human rights. They welcome volunteers to campaign, work at events and provide support to students who set up campus activities

Article 19: Global Campaign for Free Expression

Offers part-time internships in London usually to law graduates. Covers expenses and part-time so that interns can also work elsewhere.

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JUSTICE

Campaigning human rights organisation. A law reform-motivated group focusing on criminal justice matters, privacy, asylum and discrimination. Annual Kalisher intern programme for those seeking to be barristers. Volunteering opportunities sometimes available

One Crown Office Row

Barristers' chambers 1 Crown Office Row, runs this website providing details of developments in human rights law, and articles on topical matters. Offer mini-pupillages each year (barrister taster weeks). One scheme open to all and another only for those from state schools and non-traditional backgrounds e.g. neither parent attended university.

Fair Trials International

Works for fair trials according to international standards of justice and defends the rights of those facing charges in a country other than their own. *Potential opportunity for law students to volunteer.*

NGOs – International Development/Poverty

Innovations for Poverty Action

NGO focusing on the issue of poverty. Includes job listing and 10 week internship opportunities. UNPAID. In partnership with top researchers in the field, design and implement randomized evaluations to measure the effectiveness of programs and policies aimed at helping the poor.

Acted

French NGO. Offers internships and job opportunities.

War Child

War Child International is a network of independent organisations, working across the world to help children affected by war. Vacancies and internships – advertised when available. Also volunteering options.

Devex

Devex is a social enterprise bringing efficiency to international development recruiting services. To search for vacancies, enter name of country in the search box. The website contains careers advice as well as news and information on international development.

Teach A Man To Fish

An NGO that is involved with education in Africa and south America. Offers volunteer work in the London office, which could be a fantastic opportunity and fit in with your studies.

Voluntary Service Overseas (VSO)

International development charity working through volunteers. Volunteering Opportunities in 34 countries around the world. Mainly longer-term placements for experienced people.

International Citizen Service

A global volunteering experience, funded by the Department for International Development (DFID) which supports young people (18-25 years) from all backgrounds to make a real difference to some of the world's poorest people. It also offers team leader placements to those 23-35.

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[Advocates for International Development \(A4ID\)](#)

A4ID a global charity working with the world's leading law firms. Offers jobs and internships.

[Engineers Without Borders](#)

An international development organisation that removes barriers to development through engineering. Lots of volunteering opportunities... for engineers!

[BOND: British Overseas NGOs for Development](#)

A UK network of organisations working in international development. Has a jobs board.

[World Vision UK](#)

Christian relief organisation focusing on disaster management and international development. Volunteering opportunities around the UK.

[ReliefWeb](#)

Run by UN Office for the Coordination of Humanitarian Affairs. Features jobs across a wide range of organisations

[The Idealist](#)

Jobs in charities and NGOs around the world

NGOs - General

[International Peace Bureau](#)

Dedicated to the vision of a "world without war", with 300 member organisation. Offers internships usually in Berlin. However website also mentions the possibility of remote internships.

[People & Planet](#)

Student network campaigning to end world poverty, defend human rights and protect the environment. Lots of opportunities to volunteer & either start or get involved with groups on campus. In 2019 they were offering 4 paid graduate internships (for 13 months). Opportunities advertised in early spring for a July start.

[International Crisis Group](#)

NGO working to resolve and prevent conflict. Offers 3-6 month internships for students and graduates. UNPAID

[Global Partnership for the Prevention of Armed Conflict \(GPPAC\)](#)

Promotes effective conflict prevention and peacebuilding strategies and actively supports and connects people who work for peace worldwide. Advertise internships when available, only open to those with right to work in Netherlands.

Online Jobs Boards – General Charity/NGOs

[Good Moves](#)

Jobsite for charities and the voluntary sector.

[CharityJob](#)

Vacancies in the not-for-profit sector.

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Harris Hill

A Charity Sector recruitment agency, has temporary and permanent jobs at all levels.

GOINGLOBAL

Through the QM Careers website you can access this global job portal which covers all sectors, at all levels, all over the world (not Policy/Public Affairs/NGO only)

Governmental Organisations

UK

Working in Parliament - House of Commons and House of Lords

Job vacancies at all levels – non-political, includes details of parliamentary graduate scheme.

Speaker's Parliamentary Placements Scheme (no link as it changes each year; search online!)

The Speaker's Parliamentary Placement Scheme believes Parliament should be accessible to everyone. It is widening access by offering 9 month paid placements to people who have the skills, passion and potential to work here but don't have access to the traditional routes in. Advertised usually early in the calendar year e.g. **2020 deadline was in April** and there are a number of roles available. Previous QM candidates have been successful.

Civil Service Jobs

Direct entry roles across the civil service including policy advisor, researcher, economic analyst, lawyer, engineer and across all governmental organisations.

Civil Service FastStream

Graduate scheme and diversity summer internships. Applications only usually accepted in October for jobs starting the following summer.

Working for DFID

This links to the DFID jobs site. DFID do run a graduate scheme, but it does not recruit every year. Last recruited in 2018... so look out for opportunities in 2020. Follow DFID on Facebook where they have advertised it previously.

Local Government Association

Body promoting the interests of English and Welsh local authorities. Includes news and comment on current policies and issues around local government. A few jobs available under 'About Us'.

Local Government Chronicle

Online newspaper for the local government sector. News and policy discussion & includes online jobs board.

EU

European Parliament Traineeships

5 month traineeships in various areas – 5 months – 900 traineeships a year! Allowances paid.

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[European Economic and Social Committee \(EESC\)](#)

The EESC is a consultative body that gives representatives of Europe's socio-occupational interest groups, and others, a formal platform to express their points of views on EU issues. Paid traineeships offered to graduates for 5 months & shorter unpaid work experience is possible.

[EU Careers](#)

Combines the starting point for applications to EU institutions and a guide to EU careers. Most positions are based either in Brussels or Luxembourg, with around 20% of staff based in offices throughout the world.

[Global](#)

[World Bank](#)

Offering a number of graduate schemes (some for specific nationalities) and paid internships

[World Trade Organization](#)

The World Trade Organization (WTO) is the only global international organization dealing with the rules of trade between nations. There is a part of the website for students which advertises internships and early professional roles.

[United Nations Careers](#)

Comprehensive site with details and links for careers across the UN such as Young Professionals, Volunteering and Internship programmes.

[United Nations High Commissioner for Refugees \(UNHCR\)](#)

An impartial humanitarian organisation mandated by the United Nations to lead and co-ordinate international action for the world-wide protection of refugees and the resolution of refugee problems. Six-month internships available in fundraising, legal protection, external affairs, communication, administration etc. Some costs covered.

[Food and Agriculture Organization of the UN](#)

Offers 3-11 month internships to young people aged 21 – 30. Interns receive a stipend in the local currency.

[UN Environment Programme](#)

The UNEP exists to provide leadership and encourage partnership in caring for the environment by inspiring, informing, and enabling nations and peoples to improve their quality of life without compromising that of future generations. Advertises jobs and unpaid internships... the UN has made a commitment to start paying interns, s this may change.

[US Senate](#)

Provides links to US Senators who take on interns year round. N.B. US internships are usually unpaid and students need to check any visa requirements.

Contacts for Speculative Applications

i.e. there are no advertised opportunities in your areas of interest and you want to find contacts to write to in order to ask for opportunities.

[Association of Professional Political Consultants \(APCC\)](#)

The APCC is the self-regulatory body for UK public affairs practitioners. APCC's members are individuals and organisations that offer political consultancy services relating to the institutions of UK government (be they central, regional or local) and/or other public bodies. Good for searching for work experience/work shadowing ideas.

[Guardian Guide to ThinkTanks](#)

List of UK's major think tanks with brief background information and political allegiances. These may offer internships or job opportunities.

[Worldpress.org](#)

A highly extensive and useful list of worldwide think tanks. Useful for generating ideas to approach for work experience etc.

[Dods](#)

Dods is a political information, publishing, events and communications business operating in both the UK and Europe.

[World Association of Non-Governmental Organizations \(WANGO\)](#)

WANGO is an international organization uniting NGOs worldwide in the cause of advancing peace and global wellbeing. Has a search function to enable you to find NGOs operating in different countries – useful for identifying possible work experience/work shadowing opportunities

Student Programmes

[Three Faiths Forum](#)

Founded to encourage harmony and confront prejudice between people of different faiths (and those of non-religious beliefs), to achieve a society where religious and cultural differences can co-exist through empathy, respect and engagement. ParliaMentors is a UN award-winning leadership programme for university students from different faith and belief backgrounds – QM is one of the 10 university partners for this programme.

[Windsor Fellowship](#)

The Windsor Fellowship (WF) is a charity that organises innovative educational and leadership programmes for students and others, to develop young talent from ethnically and socially diverse backgrounds within UK society. Programmes include working with the Bank of England.

[ASFAR](#)

An NGO initiative designed to inspire, provide a platform and offer a support network to young people, students and graduates specialising in and interested by the Middle East. Volunteering & cultural exchange opportunities

[Koch Fellow Program](#)

The Koch Fellow Program uniquely combines policy work experience with professional education. Through the program, fellows are connected to policy and research roles at more than 80 think tanks and non-profit organizations. Paid. Based around Washington DC.

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[The UpRising Leadership Programme](#)

The UpRising Leadership Programme is enabling 19-25 year olds to change their communities for the better as well as giving their CVs an edge and facilitates networking. In 19/20 appears to be only operating in Cardiff, Bedford & Luton, Manchester or Birmingham.

[Year Here](#)

The programme provides a London based 4.5 day a week placement for new graduates in 'social work' situations for talented graduates looking for a practical engagement with politics, community & society. Includes support and training but is unpaid. A bursary and sponsorships are available. Positioned as a tuition free alternative to a Masters.

[Prague Centre for Public Policy - summer schools](#)

The Prague Centre for Public Policy runs one week summer schools covering issues such as Lobbying in Brussels ; Crime, Law and Psychology ; Cultural Dimensions of Politics in Europe; China: a World Superpower – Myth or Reality?". Costs relatively low. Could apply for funding from **QMUL Annual Fund** which is usually open for applications from January to early April each year...