

2022 Internship Programme

British Future, an independent and non-partisan thinktank engaging people's hopes and fears about integration and migration, race and identity, is looking to recruit an ambitious individual for a six-month paid intern position. The successful candidate will join our small, friendly and dedicated team working towards our vision of a confident and welcoming Britain, inclusive and fair to all. This is a well-established internship that has run for nearly 10 years: previous post holders have gone on to work in the civil service, public affairs, research, media and for other leading charities.

Terms: 6 months, full-time 35 hrs a week, 9am – 5pm, 15 days holiday
Pay: London living wage £11.05 an hour / £20,111 per annum.

Location: Kean House, 6 Kean Street, London, WC2 4AS.
This role will involve hybrid working, including remote and office-based work. You will typically be expected to work from the office regularly subject to government guidelines. [In light of current guidance this expectation may change.](#)

Application Deadline: **23:00pm Sunday 9th January**
Interview Dates: Thursday 19th or Friday 20th January
Expected Start Date: Monday 14th February 2022

Job Purpose

The Intern will support the organisation in the delivery of projects across all functions, including communications, events, research, relationships and administration. Attention will be paid to the professional interests of the candidate where possible.

Appointments of six months will enable the postholder to gain experience delivering think tank projects while learning about a range of issues in the not-for-profit sector. The postholder will participate in activities including developing media communications and producing social media content, providing events support, contributing to research and supporting a variety of administrative needs across the organisation. The internship programme also includes engagement with networks across political and charity sectors.

Person Specification

Essential

1. Strong written and oral communication skills to engage competently with a range of audiences.
2. An understanding of British politics and contemporary public debates around immigration, integration, race and identity.
3. Research and analytical skills, such as an ability to work with and analyse statistics.
4. Confidence to work with minimal supervision and put forward their own ideas.
5. Strong attention to detail.
6. Good organisational skills.
7. A team player able to work well with colleagues across the organisation.
8. Proven IT literacy, including WordPress, Zoom, Microsoft Office and G-Suite.
9. Able to articulate the impact they expect the internship would have on their career development.
10. Interest in developing research skills, for example survey design or running a focus group.

Desirable

- Organising and delivering in-person/online events.
- Experience in video editing.
- Use of software to produce reports with InDesign, Canva or other platforms.
- Previous experience working in an office environment.

Terms

- The post will be offered for a period of six months, full-time, subject to references.
- Office hours are from 9am – 5pm, five days a week.
- British Future is an equal opportunities employer.
- 15 days' paid annual leave for a six-month role, not including bank holidays.
- This role will involve hybrid working, remote and office-based. You will be expected to work from the office regularly, subject to current government guidelines.

How to apply

Please submit the following to Lucy Buckerfield by emailing lucy@britishfuture.org with your preferred interview date plus:

- A one-page CV (including references).
- A one-page cover letter explaining why you would suit the role.
- A 600-word blog post intended for the British Future website answering the following question: ***How could British Future help ensure that major events of 2022 - such as the Queen's Jubilee, the World Cup or Windrush Day help to broaden the coalition for race equality in the UK? Please consider the presentation of the document as well as the content.***

Contact Tel: 020 7632 9069 and we will ring you back, OR email Lucy for further information.