

UK Women's Budget Group – BAME Internship (paid)

Role: Intern

Hours: Up to full-time (Monday-Friday) but we operate a flexible working policy and are very open to applications from people who want to work flexibly or part-time.

Duration: Up to 3 months

Location: UK based (remote working due to Covid-19 restrictions)

Comp: £10.85 per hour – this is based on the real living wage as set by the [Living Wage Foundation](#)

Closing Date: Sunday 10th January 2021

Interviews: Friday 28th January 2021 (via Zoom)

Start Date: February 2020

The Opportunity

The UK Women's Budget Group are looking for an intern to learn from and contribute to our work. You will join our small team and have the chance to work in each of the three main strands of our work; research and policy, communications and public affairs. You will spend one month in each team, being managed by a member of staff, and working within a friendly team who are committed to our vision of a caring economy that promotes gender equality.

You will have the opportunity to learn about working in an organisation that produces robust analysis that aims to influence the people making policy. We also work by building the knowledge and confidence of others to talk about feminist economics by offering training and creating accessible resources. This internship is an opportunity for someone who is looking to develop a career in this sector to have an insight into how we work and gain some relevant work experience. We will provide a laptop and other working equipment.

The internship is for someone from a Black, Asian, minority ethnic, or mixed-race background. This internship is a positive action initiative under the Equality Act 2010. It is part of our commitment to addressing the under-representation of people from Black, Asian and minority ethnic backgrounds in our organisation and in research, policy and public affairs roles in the wider charity sector. We understand that the acronym 'BAME' as a descriptor is problematic because it conflates all issues of race as the same when there are stark differences within this population category. The attempt to categorise a very diverse group of people with a range of experiences including but not limited to, living as a non-white person within a white supremacist power structure is part of the problem of under-representation of non-white people in the charity sector. We use the term BAME for this internship in its purely administrative function, whilst recognising its severe limitations.

This internship opportunity is only open to BAME applicants who are based in and have the right to work in the United Kingdom. We are not able to consider applicants who require visa sponsorship.

Responsibilities

- Spending one month each with our Research and Policy, Public Affairs and Communications teams
- Assisting WBG colleagues with research
- Maintaining our contact databases
- Assisting with the planning and organisation of our events
- Contributing to the writing of blogs, briefings and reports
- There will be opportunities to take part in external meetings (remotely)
- Play a full role as part of the Women's Budget Group team.

Person Specification

- Commitment to and desire to promote gender equality
- Familiar with basic word processing and spreadsheet packages
- Ability to work flexibly as part of a small team
- Ability to work remotely due to Covid-19 restrictions

How to apply

Please email your application to recruitment@wbg.org.uk with the subject 'BAME Internship Application' by Sunday 10th January 2020.

Your application should include:

- Your CV with contact details of **two** referees
- A covering letter of 1-2 pages of A4 explaining why you would like to be an intern with the Women's Budget Group and what you hope to gain from the opportunity.

If you are disabled or have a long-term health condition and need any reasonable adjustments for application or the interview process, please let us know in your email.