**Graduate Internship Programme – Employer Job Description**

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| **Job title** |  |
| **Organisation** |  |
| **Line manager who the intern will report to** |  |
| **Is this role hybrid working or permanently onsite at your company?** |  |

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| **Please provide a one sentence description for advertising the role on the GI website** |
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| **Main purpose of the job** |
| The aim of the internship is for the post holder to gain employability skills and experience of working in a professional working environment and an understanding of aspects of the business.  To provide technical and curriculum support, demonstration and supervision for the technical facilities, equipment for the INSERT ORGANISATION NAME. This includes the set-up, maintenance of resources and equipment, and the provision of technical assistance to students and academic staff.  The post holder will work as part of a team to enable the effective operation and delivery of technical support and services in the INSERT ORGANISATION NAME, and to actively promote the services and cross-disciplinary working.  Graduate Interns will be supported throughout their internship with a programme of development and evaluation. |

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| **What you will gain from this internship** |
| Provide a maximum of five bullet points here |

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| **Key areas of responsibility** |
| Provide a maximum of five bullet points here |

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| **Skills/knowledge required** |
| Provide a maximum of five bullet points here |

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| **Recruitment criteria** |
| Graduate must have completed an undergraduate degree, BA/BMus/BSc/BEng/LLB etc. and be from the summer graduating class of June/July 2023. |

Updated: Jan 2024