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State Of Rhode Island Internship Graduate Department Program 2025 In US

Description

The **State of Rhode Island Internship Graduate Department Program 2025** offers graduate students the opportunity to gain hands-on experience in government operations, policy analysis, program management, and public administration. Interns will work closely with state officials and department professionals to develop skills that will enhance their academic and professional careers.

Responsibilities

- Assist in research and policy analysis to support department initiatives.
- Prepare reports, presentations, and official documents.
- Collaborate with various state departments to gain cross-functional exposure.
- Support project development and implementation under the guidance of senior professionals.
- Participate in meetings, workshops, and training sessions.
- Conduct data collection, entry, and analysis for ongoing state projects.
- Provide administrative and operational support as needed

Qualifications

- Must be currently enrolled in a graduate-level program at an accredited university.
- Pursuing a degree in Public Administration, Political Science, Law, Business, Economics, Social Work, or a related field.
- Strong academic standing with a minimum GPA requirement (if applicable).

Experience

- Prior internship, volunteer, or research experience in government, policy, or administrative work is preferred.
- Experience in data analysis, report writing, or community engagement is an advantage.

Skills

- Excellent written and verbal communication skills.
- Strong analytical and problem-solving abilities.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and research tools.
- Ability to work both independently and collaboratively in a team environment.
- Strong organizational and time-management skills.
- Attention to detail and ability to handle confidential information with discretion.

Hiring organization

State Of Rhode Island Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Providence, Rhode Island, United States, 02901,, Providence,, Rhode Island,, United States,

Working Hours

8

Base Salary

10

Date posted

February 8, 2025

Valid through

25.02.2026

Job Benefits

- Hands-on experience in state government operations and policymaking.
- Networking opportunities with professionals and policymakers.
- Professional development training and mentorship.
- Potential academic credit (subject to university approval).
- Flexible scheduling to accommodate academic commitments.

How To Apply

Interested candidates should submit the following:

- A resume detailing academic and professional experience.
- A cover letter explaining their interest in the internship and relevant skills.
- A letter of recommendation from a professor or employer (if required).
- Unofficial or official academic transcripts.