Our Programs

Parliament Internships

- Scottish Parliament

Non-Parliament Internships

- UN House Scotland
- Law Society
- The Open University
Parliament Internships: What is it?

The UCEAP Scottish Parliament Program offer University of California students the unique opportunity of expanding their political knowledge and experience by working closely with a Member (MSP) of the Scottish Parliament in Edinburgh. Through their internship, students will obtain a real-world perspective on Scottish and Irish politics and learn how a parliamentary system of government functions.
What Will Students Be Doing?

Students should be prepared to work independently and take on a wide range of tasks in a variety of areas. Job duties as a Parliament intern vary greatly depending on the assigned MSP, his or her case load and committee obligations for the term. Intern job duties may include task such as:

- Draft Parliamentary questions, motions, speeches
- Conduct research for Parliamentary and Committee issues
- Press release writing and social media updates
- Assist with policy research and development
- Support constituency-related campaigns and casework
- Draft correspondence, consultation responses and annual reports
- Liaise with press officers and central research unit
- Perform secretarial and administrative work
- Provide information, advice and support to constituents on a variety of issues through liaison with different agencies
- Provide support for meetings and events
- Deal with general public enquiries by telephone, mail, email and in person
Non-Parliament Internships

Due to popular demand for more opportunities for UC students to combine work experience with their studies in the U.K., new internship positions have just recently been added to the UCEAP catalogue.

Beginning Fall 2016, UCEAP is offering the exclusive opportunity to intern with three non-Parliament organizations in Scotland:

- UN House Scotland
- Law Society
- The Open University

All of these organizations provide UC students with the opportunity to work hands-on and gain experience in communication, politics, management, project development, education, and much more.
The UN House Scotland is a shared facility with representation from UN agencies, civil society organisations and charities, working to support UN values. UNHS’ research centre, the Scottish Centre for International Strategic Affairs (SCISA), designs projects and events that engage Scottish and UK decision makers, scholars, and third sector stakeholders in its work. The intern will be expected to:

- Help coordinate a series of seminars run through SCISA
- Produce reports and briefing papers on current issues
- Provide support at meetings and events
- Maintain UN House social media outlets
- Represent UNHS at events
- Research and write fundraising proposals
- Assist with ad-hoc admin tasks

This internship would be ideal for those interested in **International Affairs** and **Political Science**.

More information about the job description can be found here: [http://oap.ucop.edu/OurPrograms/United_Kingdom_Scotland/Pages/internship-scotland.aspx?t=5](http://oap.ucop.edu/OurPrograms/United_Kingdom_Scotland/Pages/internship-scotland.aspx?t=5)

The Law Society of Scotland’s website can be found here: [http://www.unhscotland.org.uk/](http://www.unhscotland.org.uk/)
The Law Society of Scotland is the professional body for all Scottish solicitors. All practising Scottish solicitors are members of the Society, and are expected to lead legal excellence.

The Intern Researcher will be responsible to provide research support for the Society’s law reform work. The role will require you to:

- conduct research into areas of the Society’s work by collating and analysing necessary information
- analyse information held on the Society’s members roll to understand the geographical spread of firms and the demographics of practitioners
- carry out other relevant duties that may be expected by the Director of Law Reform.

This internship would be perfect for students in Pre-Law majors, Political Science, International Affairs, and would look great on your resume for law school.

More information about the job description can be found here: http://eap.ucop.edu/OurPrograms/United_Kingdom_Scotland/Pages/internship-scotland.aspx?t=5

The Law Society of Scotland’s website can be found here: http://www.lawscot.org.uk/
The Open University is Scotland’s leading provider of part-time higher education. The cornerstone of OU’s mission is to be open to all and offer the opportunity for study for people of all backgrounds and sections of the community.

The intern will be placed with the **Strategy and External Affairs (STEAR) team** and will be required to:

- Take responsibilities for projects designed to improve the University’s relationship with political stakeholders
- Support the development of corporate events, and assist with various aspects of internal and external communication
- Assist with policy development, briefings and responses to government and Parliamentary consultations
- Assist with various aspects of internal and external communications, such as writing copy for social media platforms or written publications
- Support the development and execution of corporate University events

This internship would be ideal for those interested in **Education, Project Management, and Communication**.

More information about the job description can be found here: [http://eap.ucop.edu/OurPrograms/United_Kingdom_Scotland/Pages/internship-scotland.aspx?t=5](http://eap.ucop.edu/OurPrograms/United_Kingdom_Scotland/Pages/internship-scotland.aspx?t=5)

The Law Society of Scotland’s website can be found here: [http://www.open.ac.uk/scotland/](http://www.open.ac.uk/scotland/)
Requirements

- Knowledge and experience of research methods
- Ability to work effectively in teams and individually and under time pressure
- Excellent written and spoken communication skills
- Excellent organizational and planning skills
- Willingness to gain knowledge of Scottish Politics and Scottish work environment and understanding of issues affecting constituency of MSP or NGO.
- Proficiency with computers and Microsoft office
- High level of enthusiasm and professionalism
- Ability of dealing with sensitive issues and respecting the need for confidentiality
The Parliamentary internship experience offers UC students the opportunity to study the culture of another country from within its political or governing body. Students gain vital career development skills and are challenged in positive and exciting ways throughout the programs.

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Credit/Courses

INTERNERSHIP COMPONENT

• **Special Study Internship 187** (12 UC qtr units): minimum of 25 hours per week, usually Monday – Thursday, in Parliament.
  Students produce an Internship journal, receive a mid-term evaluation from their MSP and submit a final self-evaluation

ACADEMIC COMPONENT

In addition to the hands-on internship component of the program, students are also enrolled in two academic courses taught by a UC-employed tutor:

• **International NGOs 122** (4.5 UC qtr units): This course will review the activities and role of INGOs as subcontractors; educators; technical assistance providers; humanitarian aid providers; and policy advocates. Furthermore this course considers the role of INGOs in civil society and how they shape, and are shaped by, world politics, state and economic forces.

• **Parliamentary Studies 121** (4.5 UC qtr units): an overview of the working practices of the U.K. and Scottish Parliament. Students compare the functions, powers, and responsibility of both parliaments facilitating an understanding of devolved and centralized politics in the U.K.

**NOTE:** The Scottish Parliament Internship is open to students from ALL MAJORS. In addition to Political Science, interns have come from backgrounds such as History, Psychology, English, International Relations, Anthropology and Criminology.
Byron Roon-Collins is a Political Science major at UCSB, and participated in the Scottish Parliament internship in Fall 2015. Here’s what he has to say about his experience:

“I want to start by saying thank you to UCEAP, and all those that make this internship possible. This has been, without a doubt, one of the most fulfilling chapters of my life. Michael, [my MSP], has been a wonderful boss. [...] I have been challenged in exciting ways to produce work I could have only hoped to have been given prior to the internship beginning. [...] I have found that everyone working in the Scottish Parliament, from ministers to mail men, are consistently good natured and open to discussion.

My first task in Parliament was to do research on Shakespeare and how his life has been celebrated with an emphasis on the UK and Europe. This task, although seemingly random, proved to be quite an engaging project. [...] I dove into this task a bit confused. I had assumed I would be answering calls, writing motions, filing and responding to emails. [Other tasks I’ve taken on include writing] a member’s business speech on how Michael’s constituents were being effected by egregiously high rural surcharge rates for online deliveries. [...] Michael went on to read the speech nearly verbatim, which was very satisfying. Michael has always had an engaging task waiting the second I finish one so the incentive has been high to work efficiently.

Edinburgh has been a charming and stimulating town to live in. [...] this is one of my favourite cities I’ve ever travelled to, let alone lived in. The mix of rich history, a small city feel, gorgeous architecture, and Scottish hospitality truly make Edinburgh a phenomenal city. [...] Thanks again to UCEAP!”
What Other Past Interns Have Said...

“An internship in another country is an experience that combines the values of working in an office and becoming immersed in another culture. I believe that the internship program at the Scottish Parliament with UCEAP is unrivalled in its ability to provide both kinds of experiences. The personal and practical skills that I gained from this internship are skills that I will use for the rest of my professional life.”
– Zachary Ober, Former Parliament Intern

“I now understand the importance of leaving comfort zones and delving into new experiences.”
– Uriel Alejo, Former Parliament Intern

“The program gave me hands on training in the professional world otherwise not obtained in a classroom setting. This internship is a once in a lifetime opportunity!”
– Monica Soto, Former Parliament Intern

I looked forward to waking up for work every day and was ready for whatever challenges were going to come my way. I’m so glad I decided to apply for this program. I couldn’t have asked for a better four months of studying abroad!”
– Hannah Forest, Former Parliament Intern
Other Opportunities

While abroad, interns have the opportunity to meet and network with UC alumni who live and work throughout Scotland!

UCLA student/Scottish Parliament Intern, Bridget Webb, with Calum MacDonald, Labour MP and Parliamentary Private Secretary to the Secretary of State for Scotland, at a UCLA alumni event in Edinburgh.
How To Apply

For application details, please check our UCEAP website and visit your Campus UCEAP Office.

- For the **Scottish Parliament Internship** Program:
  [http://eap.ucop.edu/OurPrograms/United_Kingdom_Scotland/Pages/internship-scotland.aspx?t=4](http://eap.ucop.edu/OurPrograms/United_Kingdom_Scotland/Pages/internship-scotland.aspx?t=4)

- For **non-Parliament** Internship Programs:
  [http://eap.ucop.edu/OurPrograms/United_Kingdom_Scotland/Pages/internship-scotland.aspx?t=4](http://eap.ucop.edu/OurPrograms/United_Kingdom_Scotland/Pages/internship-scotland.aspx?t=4)

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