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# Research and analysis to inform Wales’

# trade and markets evidence base

This is an exciting opportunity to do a paid work placement as an intern with the Welsh Government’s **Trade Analyst team**. This team is responsible for providing analytical support on international trade-related issues, leading on the [Trade Survey for Wales](https://gov.wales/trade-survey-wales), statistical analysis and social research to provide evidence to support trade policy development.

The successful applicant will work closely with Welsh Government analysts, policy officials and external stakeholders to help design and deliver a varied range of research outputs. They will have the opportunity to apply their research skills in a fast evolving policy environment, and further develop generic skills (such as report writing, presenting), enhancing their knowledge of research outside academia.

The intern will work in a high priority area, contributing towards strengthening the evidence base that, in turn, will shape policy priorities and help the government direct its resources most effectively.

# The Organisation

The Welsh Government is the devolved Government for Wales with responsibility for the economy, education, health and the Welsh NHS, business, public services and the environment of Wales.

Specifically, the internship will be based within Knowledge and Analytic services (KAS). KAS provides the collection, analysis and presentation of research and data for policymakers and the general public in keeping with professional standards. They offer independent evidence to understand, develop, implement, monitor and evaluate government policies. KAS also supports policy colleagues with policy development, implementation and delivery.

# The Internship

Located within Statistical Services, KAS, this internship is an exciting opportunity to work at the heart of the government in a fast evolving and high priority field. The intern will be part of a small team of statisticians and social researchers working on Trade, Markets and EU Exit.

The successful intern will be supported by and work closely with analysts in the team, working collaboratively to develop and employ practical and innovative analytical solutions to help meet policy needs. The internship will require working closely with statisticians and social researchers, providing an opportunity to develop their analytical skills in a policy environment, further develop generic skills (such as report writing or making presentations), and to enhance policy knowledge.

The successful candidate will benefit from development opportunities offered centrally by the Welsh Government, to be discussed during induction, and potentially including training, mentoring and shadowing.

The intern will benefit from the experience of working closely with the Welsh Government:

* Gaining a better understanding of the world outside of academia and increasing employability, using their knowledge and skills to contribute to the work of the Welsh Government.
* The intern’s colleagues at the Welsh Government can offer an insight into the intern’s PhD project that can contribute to the success of their thesis’, as well as networking opportunities within the policy arena linked to their research area (even if not directly related to their internship placement policy area).
* Transferable skills and knowledge
* Time management skills
* Report writing skills

# The Project

*Background and Context*

Welsh Government are seeking to further develop evidence-based approaches for trade promotion, specifically tailored to the needs of businesses and exporters in Wales.

The high-level strategy for Welsh Government efforts in this area are set out in a number of key policy documents. [*Prosperity for All: Economic Action Plan*](https://gov.wales/prosperity-all-economic-action-plan) (EAP) (WG, December 2017) focuses on Wales as a place in which to invest, work, live, visit, and study, while reaffirming commitments to actions that proactively support trade with the UK and rest of the world. The EAP also highlights wider economic challenges and opportunities to consider, using reliable data, to develop Welsh Government trade policy.

The [*International Strategy*](https://gov.wales/international-strategy-for-wales) (WG, January 2020) sets out the Welsh Government’s vision internationally for the next five years; including growing the economy by increasing exports and attracting inward investment. It sets an ambitious target of growing the contribution that Welsh exports make to the economy by five per cent, despite the continued uncertainty of our trading relationship with the EU, our largest export market. Underpinning this ambition is the [*Export Action Plan*](https://gov.wales/new-export-action-plan-crucial-welsh-economy) (WG, December 2020), which sets out the support for exporters to ‘recover, rebuild and reinvent’ their approach to exporting in response to both the end of the EU transition period and COVID-19.

Trade promotion is a concurrent power, with responsibilities lying under the Department for International Trade (DIT) at a UK Government-level; whereas trade policy is reserved. Welsh Government has a responsibility however to ensure Welsh businesses are represented in the UK trade policies, including in the Free Trade Agreement negotiations currently underway, and in identifying and promoting the interests of Wales’ key business sectors.

The Trade Analysts team have been tasked with providing evidence to better understand and help inform policies and services on export and trade. The intern will assist with this work, helping to scope, design and deliver research to help address policy goals.

The specific work undertaken will be agreed with the Trade Analysts team, taking into account the skills and strengths of the successful applicant. It is anticipated the intern will assist in the main with the following project:

*Wales-China Analysis*

This research is aimed at better understanding which Welsh business sectors to encourage to trade in China, and how to prepare them for that market. The intern will assist with this exploratory work, helping to refine and deliver research in this area.

The work could include assisting with the following tasks:

* Desk-based analysis (reviews of published research and policy documents, analysing monitoring and reporting information and management information) and report writing;
* PESTLE analysis
* Horizon Scanning activities
* Development of research tools (interview guides, questionnaires);
* Assisting in interviews with key stakeholders (e.g. with businesses, policy colleagues);
* Thematic analysis (potentially using qualitative software);
* Statistical analysis and reporting of survey results;
* Scoping the data visualisation of Trade Survey results ;
* Desk-based analysis and workshops and/or meetings aimed at gaining deeper insights from country/industry experts.

Depending on progress and timescales with the Wales-China project, and emerging priorities, there may also be an opportunity to contribute to additional analytical work relating to trade. For example, analysing microdata from the [Office of National Statistics’ *Business Impact of Coronavirus Survey* (BICS)](https://www.ons.gov.uk/businessindustryandtrade/business/businessservices/bulletins/businessinsightsandimpactontheukeconomy/14january2021). This fortnightly business survey collects data about financial performance, workforce, prices, trade, and business resilience, and considers the impact of the coronavirus pandemic and EU transition period on UK businesses and the economy.

Anticipated Outcomes:

In collaboration with the social researchers in the Trade Analysts team, it is anticipated the successful intern would contribute towards:

1. A summary report and/or slide deck outlining research findings
2. Refining monitoring / reporting materials for evaluative purposes
3. Developing and/or refining graphic representations of findings

# Internship responsibilities and requirements

The internship will last for three months, with the option of extension, during which time the students PhD project will be paused by their home institution. The student will be paid the equivalent of their stipend during their internship. Over and above leave policies, time for existing PhD commitments can be arranged on discussion with line managers (e.g. research groups meetings and conference presentations. Applications are encouraged from part-time students).

It is anticipated the intern will be working from home during their internship based on current social distancing measures. This may change as the Covid-19 situation develops. Should the measures in place allow for a phased return to Welsh Government offices, this will be discussed with successful applicants. Working remotely is the Welsh Government’s default position for the foreseeable future. However, working from an office location will be considered on a case by case basis, depending on individual circumstances.

The intern will have regular individual Check-In’s with their line manager to discuss well-being, working patterns, personal circumstances, workloads and priorities.

The internship will last for a period of three months full-time or the part-time equivalent. For students registered on a part-time studentship, this internship is available on a part-time basis over a longer time frame (no fewer than three days a working week), this would be negotiated between the WG and the successful applicant. If you would like to be considered on a part-time basis, please specify your preferred working hours on the application form.

Student specification

A student must be able to demonstrate some of the following skills/abilities:

* The necessary skills to critically assess and analyse available quantitative and qualitative data
* The ability to produce concise, well-written documents presenting technical material in accessible formats within tight timescales
* Strong data analysis skills, including experience of working with quantitative survey data
* The ability to produce well designed charts
* The ability to produce concise, well written documents which present technical material in an accessible format
* Strong interpersonal and communication skills

# Start date of internship

March 2021 (exact date to be negotiated). There may be some flexibility dependent on individual circumstances.

# Funding and costs

Reasonable travel and accommodation costs for students not normally based in Cardiff can be met. Requests should be consistent with Wales DTP guidelines. Applications from students requiring additional funding for travel and accommodation will not be treated less favourably. For any queries on this please contact Carole Baker at the Wales DTP on: [enquiries@walesdtp.ac.uk](mailto:enquiries@walesdtp.ac.uk)

# Security

The Welsh Government’s vetting procedures (which apply to temporary as well as permanent staff) involve the completion of a Baseline Personnel Security Standard (BPSS) application form and a Security Questionnaire for the purpose of security vetting.

This process requires the applicant to produce in person three original forms of identification documents, one of which should be photographic (passport, new driving license), one document should showing their current address, plus one of: a utility bill, birth certificate, P45 or P60.

# Queries

Any queries relating to the post or application process should be directed to:

* Kate Mulready, Senior Research Officer, Trade Analysts team

Email: [kathleen.mulready001@gov.wales](mailto:kathleen.mulready001@gov.wales)

Phone: 0300 025 1481