

# Welsh Government Paid Internship Opportunities

# Research and analysis to inform the Commission on Justice in Wales

This is an exciting opportunity to do a paid work placement on a high profile programme for the Commission on Justice in Wales (the Commission) set up by the [Welsh Government](https://gov.wales/?skip=1&lang=en). The intern will be based in the Commission’s secretariat team, located within the Welsh Government’s offices in Cathays Park, Cardiff.

The Commission is undertaking a far reaching examination of justice, policing and the legal sector in Wales. This examination is aimed at reflecting the changing constitutional context of devolution, the challenges and opportunities generated by further constitutional developments (Brexit) and wider social and technological developments. The Commission is currently consulting on justice in Wales, inviting ideas from the public and stakeholders about how criminal justice, civil justice and access to legal advice could be improved.

The successful applicant(s) will work closely with the Commission and Welsh Government social researchers, statisticians and librarians to research and help develop proposals to the support the work of the Commission.

The internship(s) will be for a period of around four months, starting in April 2019 or a date to be agreed with the successful candidate(s).

The closing date for application is: 4.00pm 18th March 2019.

**Background**

The [Commission on Justice in Wales](https://beta.gov.wales/commission-justice-wales) was set up by the Welsh Government to review the justice system in Wales and set a long term vision for its future, with a view to:

* promoting better outcomes around access to justice, reducing crime and rehabilitation;
* ensuring that Wales’ jurisdictional arrangements and legal education address and reflect the role of justice in the governance and prosperity of Wales as well as distinct issues that arise in Wales; and
* promoting the strength and sustainability of the Welsh legal services sector and maximising its contribution to the prosperity of Wales.

Further information about the Commission’s review into the operation of the justice system in Wales is available at: <https://beta.gov.wales/commission-justice-wales-call-evidence>

It is expected the Commission will publish a report of its findings and recommendations during the course of 2019.

**The internship(s)**

We are looking to appoint at least one intern for a period of approximately four months to provide additional research capacity for the Commission’s reform work.

The internship(s) will provide an exciting opportunity to work for the Commission. The successful applicants will gain first-hand experience of the work of the Commission as they apply their analytical skills to inform the Commission’s work in a fast evolving and dynamic policy environment.

The internship(s) will require working closely with the Commission’s secretariat team and researchers and will provide opportunities for the successful candidate(s) to apply their research skills in a policy environment, further develop generic skills (such as report writing or making presentations) and enhance their policy knowledge. The successful candidate(s) will also need strong drafting skills, to summarise their analysis for use in the Commission’s report on its review into the operation of the justice system in Wales. It will also provide an exciting opportunity to work on an issue directly relevant to the devolving of further power to Wales and Welsh democracy.

Intern(s) will benefit from the experience of working closely with the Commission. Specific benefits include:

* Assisting in the production of reports which will be published on the Welsh Government’s webpages; we also encourage, in principle, interns to submit academic journal publications relating to or arising from their PhD internship work.
* Working in collaboration with policy officials and other experts.
* Working as part of a team in a dynamic policy environment, gaining an insight into the work of a government commission.
* Applying analytical skills to see tangible impact in a high profile area where this is a clear gap in Wales-specific evidence.
* Attending (and potentially presenting at) research training and knowledge sharing sessions organised by Welsh Government social researchers.
* Developing technical skills such as analysing data and applying to a policy issue and communicating the results to a lay audience.
* Further developing a range of work-related skills, such as communication, teamwork and problem solving skills, through leading on a discrete research project (with support from the Commission’s secretariat team and social researcher colleagues for Knowledge and Analytical Services).

## The project brief

The aim of this project is to help the Commission maximise the impact of responses to its consultation on the justice system in Wales. Drawing on evidence collected from the consultation’s written submissions and oral evidence summaries, together with existing research work and academic expertise, the intern(s) will produce analyses and options papers to the Commission. In turn, it is anticipated these options papers will feed into a final report which will outline the Commission’s findings and its recommendations on a long term vision for the future of the justice system in Wales.

The information developed by the intern(s) will need to be presented in an accessible form for use in the Commission’s final report. The source material will be collected by working collaboratively with relevant teams in the Welsh Government Departments, including Knowledge and Analytical Services (KAS) and Library Services, and stakeholders outside the Welsh Government.

The programme will consider a diverse range of materials relating to criminal justice, civil justice, access to justice and the legal sector. It is also anticipated that the intern(s) will draw on findings of research from the Wales Governance Centre and the Secure Anonymised Information Linkage (SAIL) Database, commissioned by the Commission as part of its work.

The specific work undertaken by the intern(s) will be negotiated with officials in the Commission’s secretariat team, taking into account the skills and background of the successful applicant(s). However, the work is likely to include:

1. Working closely with social researchers and statisticians in Knowledge and Analytical Services and area specialist librarian’s from the government’s Library Services to identify key areas of the Commission’s work within the justice system and the legal sector.
2. Assist in reviewing of the written submissions and oral briefing summaries to the consultation. It is anticipated this will involve a qualitative thematic analysis to help identify patterns across the responses that are important to the Commission’s work.
3. Undertake desk based research to identify and summarise the available peer reviewed evidence. This will build on previous work commissioned by the Commission on Justice in Wales and also include an assessment of the available evidence based on its relevance and reliability. The previous work in this area should be updated / verified. This may require the use of statistical software, to interrogate data sources and check robust statistical estimates.
4. Undertake a data scoping exercise to identify relevant data sets relating to the justice system, the legal sector and related matters; and if time allows, obtain the data and analyse it for themes and issues relevant to the Commission on Justice in Wales.
5. Identify the gaps which exist in the evidence base and determine priorities for filling gaps. This will provide the opportunity to work with policy officials to ensure that the prioritisation meets the needs of policy.
6. Working as part of the Secretariat Team of the Commission on Justice in Wales to help identify the most appropriate and relevant source materials for their final report.
7. Assist in the drafting of the Commission’s report, including providing advice on how best to draw from analytical work (including the intern(s) thematic analysis of the consultation responses, and the review of data sets and peer reviewed papers) within the report.
8. Produce recommendations, not only for what the research priorities should be going forward, but also for how the policy work could be taken forward.
9. If time allows, the intern(s) should work with research and statistics colleagues to begin work on filling the identified evidence gaps.

The internship is offered for a period of around 4 months (the exact length can be negotiated).

**Intern specification**

We are looking to host intern(s) with:

* 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 an understanding of regression analysis and experience of working with quantitative survey data
* Experience in handling / manipulating data, in Stata or SPSS
* The ability to produce well designed charts and concise, well written documents which present technical material in an accessible format

It would be desirable for the student to have:

* An understanding of the justice system and the legal sector in Wales

## Start date of internship

## April 2019 (exact start date negotiable)

## 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:

* Andrew Felton, Secretary Commission on Justice in Wales

Email: [andrew.felton@gov.wales](mailto:andrew.felton@gov.wales)

Tel: 03000 251 106

* Kate Mulready, Knowledge and Analytical Services

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

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