

# INNOVATION UNIT



## PROJECT INTERNSHIP JOB DESCRIPTION

SPRING 2018



**Innovation  
Unit**

New solutions  
for thriving societies

# OUR MISSION

## WHO WE ARE

Innovation Unit is a social enterprise that grows new solutions to complex social challenges.

We use innovation to help create a world where more people belong and contribute to thriving societies.

We build alliances with ambitious places, organisations and systems around the world to make sure innovation has lasting impact, at scale.

## WE FOCUS ON ENABLING



## WHAT WE BELIEVE

Innovation Unit believes in the power and potential of people to create change for the better.

# ABOUT US

Innovation Unit is a not for profit social enterprise. We grow new solutions to complex social challenges and are committed to taking those solutions that work to scale. We combine service design, research, strategy and change management expertise, with a disciplined, rigorous approach to innovation and a deep understanding of systems and system leadership.

Having started life as an Innovation Unit within the Department for Education, we now have over ten years experience working independently with ambitious leaders in organisations, systems and places around the world. Our clients range from local authorities and government departments, to charities and foundations. We currently work across five key areas of impact: healthy lives, mental health, early years, schools and learning, and children's social care.

Our 'brand' of innovation is based on a core belief about the power and potential of people to create change for the better in communities, places and across systems. For us, innovation is driven by and liberates: human potential (what people are capable of), agency (their ability to create change in their own lives) and collective action (the energy that comes from people acting together to solve problems and create solutions).

IU interns go on to amazing careers after they leave us. Some join think tanks, design agencies and research organisations. Others are inspired to join provider organisations to deliver the brilliant new services and systems they've been innovating.



# ABOUT YOU

You are ambitious, creative and independent. You care passionately about making a difference to people's lives and have the courage, energy and focus to make things happen and do great work.

You will need to think and learn fast to keep up, be proactive and take responsibility for your own development. The work we do is challenging but also inspiring and incredibly motivating.

You will be educated to at least bachelor degree level, and have some experience of working in an office or other professional environment.

You have a particular interest in one or more of:

- Mental health
- Children's social care
- Health and social care
- Service design



# DUTIES & RESPONSIBILITIES

You will work hard to support our amazing team across our business, but with a particular focus on supporting our project teams as part of our high impact consultancy.

This could involve (but will not be limited to)

- desk based research
- qualitative research (often with people who use and deliver public services)
- the coordination of project tasks (our interns play indispensable roles keeping project teams on track)
- workshop facilitation, including meeting our ambitious clients and other stakeholders
- writing and editing materials for projects and communications
- getting stuck in with all the necessary admin, and generally being a great team member!

You will work with clients ranging from schools and hospitals, local authorities and CCGs to charities and third sector providers.



# ROLE DETAILS

## **ROLE DETAILS —**

### **LOCATION**

Our office is in Kentish Town, but we don't expect everyone to be in the office all the time. The role may involve some travel and we are open to staff working from home from time to time.

### **SALARY**

£22,000

### **TYPE**

Fixed term for 9 months, with the possibility of extension to 12 months.

### **HOURS**

This is a full time role, but we'd be willing to discuss possible part time arrangements

### **HOLIDAY ENTITLEMENT**

27 days holiday plus bank holidays. In addition, we close the office for three days between Christmas and New Year

### **REPORTS TO**

One of our senior leads, depending in part on your interests and in part on what we've got going on.

# HOW TO APPLY

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## **HOW TO APPLY —**

Send your CV and a 500 word blog post on an issue or idea that Innovation Unit cares about and that has caught your attention this month.

**If your ideas are bold and smart we will invite you to take part in a short telephone interview and then arrange to meet you face to face if we like what we hear – and if you like us!**

### DEADLINE

Please send your application to **Niru De Silva** [niru.desilva@innovationunit.org](mailto:niru.desilva@innovationunit.org) by 12 noon on Monday 30th April.

### TELEPHONE INTERVIEWS

Week beginning 7 May

### FACE TO FACE INTERVIEWS

Week beginning 14 May

### LOCATION FOR INTERVIEWS

Highgate Studios, 53-79 Highgate Road, London NW5 1TL

**We look forward to hearing from you.**