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State Of Vermont Internship Information For Employments 2025

Hiring organization
State Of Vermont Internship

Employment Type
Intern

Duration of employment
6 Months

Industry
Government Administration

Job Location
Montpelier, VT, United States, 05620,, Montpelier,, VT,, United States,

Working Hours
8

Base Salary
10

Date posted
November 17, 2026

Valid through
20.02.2026

Description

The State of Vermont Internship Program provides students and recent graduates with hands-on experience in public service. Interns will have the opportunity to work alongside professionals in various state agencies, gaining practical skills and insights into government operations. This program is designed to develop future leaders by offering meaningful projects that contribute to the state's mission

Responsibilities

- Assist in research, data analysis, and policy development.
- Support departmental projects and initiatives.
- Draft reports, presentations, and official documents.
- Participate in team meetings and collaborate with state employees.
- Engage with the public and stakeholders as needed.
- Perform administrative tasks to support daily operations.

Qualifications

- Must be currently enrolled in or recently graduated from an accredited college or university.
- Strong academic standing in a relevant field such as Public Administration, Political Science, Business, Environmental Studies, or a related discipline.
- Authorization to work in the United States.

Experience

- Prior internship experience is preferred but not required.
- Experience in research, data collection, or administrative tasks is an advantage.
- Demonstrated interest in public service and government operations.

Skills

- Strong analytical and problem-solving abilities.
- Excellent written and verbal communication skills.
- Ability to work independently and as part of a team.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- Attention to detail and strong organizational skills.
- Adaptability and willingness to learn.

Job Benefits

- Hands-on experience in a government setting.
- Networking opportunities with state professionals.
- Professional development through mentorship and training.
- Flexible work schedules (some remote work opportunities may be

available).
- Potential academic credit (subject to university approval).

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.
- Any additional documents requested by the specific department.

Job Vacancies Portal Here: