



## Internship Project Form

PROJECT DETAILS	
Proposed Project Title:	Candidate attraction and employee wellbeing
Project Summary:	<p>To support the HR team by completing a review of our attraction strategy and contributing to the wellbeing strategy.</p> <p>As an independent aviation regulator our vision is to challenge ourselves and our stakeholders to improve safety, security and consumer protection outcomes. We strive to be a diverse, innovative and future-focused regulator, dedicated to enabling thriving aviation and aerospace sectors.</p>
<p>Which of the following areas best describe your internship opportunity?</p> <p>Please tick / highlight the relevant options.</p> <p>To toggle the checkbox, click closely to the left of the checkbox <input type="checkbox"/> and press the spacebar to tick or untick the option.</p>	<p><input type="checkbox"/> Consulting</p> <p><input type="checkbox"/> Strategy</p> <p><input type="checkbox"/> Marketing</p> <p><input type="checkbox"/> Business Development</p> <p><input type="checkbox"/> Finance and Accounting</p> <p><input checked="" type="checkbox"/> Project Management</p> <p><input type="checkbox"/> Entrepreneurship</p> <p><input type="checkbox"/> Operations and Supply Chain Management</p> <p><input checked="" type="checkbox"/> Human Resource Management</p> <p><input type="checkbox"/> Sustainability</p> <p><input type="checkbox"/> Other (please specify)      Administration</p>
Main objective(s) of Internship:	<ol style="list-style-type: none"> <li>1. Review our current attraction strategies and provide recommendations on how we can attract candidates from the widest possible talent pool.</li> <li>2. As part of our application to become Mind accredited, the successful intern will analyse the results of our Mind survey and make recommendations to inform our future Wellbeing strategy.</li> </ol>
<p>Key Tasks:</p> <p>(This can include both daily tasks and research tasks)</p>	<ol style="list-style-type: none"> <li>1. Assess similar organisations' approach to attraction and wellbeing</li> <li>2. Provide analysis and market research</li> <li>3. Analysis of attrition on applications</li> <li>4. Identify gaps and provide recommendations</li> <li>5. Measure previous campaigns</li> <li>6. Create SWOT analyses</li> <li>7. Analysis of survey results</li> <li>8. quality management system</li> </ol>

<p>Required Deliverables: (The final deliverables can be in the form of a business report, presentation, slide deck, dashboard, etc, agreed in advance between the student and the company).</p>	<ol style="list-style-type: none"> <li>1. Present the key findings of the research and analysis to the Head of Organisational Capability and People Director.</li> <li>2. Compile two short reports to outline key findings, recommendations, and suggested implementation approach.</li> </ol>
<p>Skills / Knowledge: (Essential / Desirable requirements)</p>	<p>Essential:</p> <ul style="list-style-type: none"> <li>- Excellent communication including written communication and listening skills</li> <li>- Team-working skills</li> <li>- Skilled in the use of standard Microsoft products (Word, Excel, PowerPoint)</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>- Knowledge on the CAA</li> </ul>
<p>Location of Office:</p>	<p>Aviation House (Gatwick)</p>
<p>Mode of Internship:</p>	<p><input checked="" type="checkbox"/> Hybrid</p>
<p>Total project payment per student:</p>	<p>£11.44 / hour</p>