PIPS Advert July 2024

*Organisations Interested in hosting an EASTBIO-funded PhD student for a 3-month placement, are asked to fill in this form and send it to* [*placements@eastscotbiodtp.ac.uk*](mailto:placements@eastscotbiodtp.ac.uk)*. The EASTBIO team will advertise the internship opportunity directly to funded students who are between year 1 and 3 of their PhD study and issue reminders, as necessary. We also publicise opportunities regularly via our monthly EASTBIO Newsletter. Please make sure you visit our webpage* [*http://www.eastscotbiodtp.ac.uk/information-organisations*](http://www.eastscotbiodtp.ac.uk/information-organisations)*, or contact the EASTBIO DTP Manager at* [*Maria.Filippakopoulou@ed.ac.uk*](mailto:Maria.Filippakopoulou@ed.ac.uk) *for further information.*

*EASTBIO students interested in exploring this PIPS opportunity further, please follow the instructions within the posting and, if contacting the organisation, copy in* [*placements@eastscotbiodtp.ac.uk*](mailto:placements@eastscotbiodtp.ac.uk) *to keep the EASTBIO team informed of your expression of interest/application.*

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| Host Organisation Details | | | |
| Host Organisation Name | Scottish Government | | |
| Host Organisation Sector Type  Please select from list in [Appendix](#Appendix) | Government & Civil Service (including public service administration) | | |
| Please write a brief, plain description of what your organisation does (max 200 words) | Policy development and advice to Ministers | | |
| Postal address | EH8 8AQ | | |
| Website | www.gov.scot | | |
| Contact person name and role in the organisation  *Please confirm whether they will be different to the Student Mentor/Supervisor (details to be confirmed below).* | Mariela Fordyce  Children’s Services Workforce Policy Lead, Directorate for Children and Families | | |
| Contact person email and phone number | mariela.fordyce@gov.scot | | |
| Will your Organisation provide physical premises external to the University with professional staff who will support the development of an intern’s professional skills appropriate to PhD level?  *Please note that EASTBIO DTP may approve remote or hybrid placements as long as the PIPS project is suitable for this*. | Yes |  |  |
| Any other relevant information, for instance how the project is suited to a remote or hybrid placement:  We operate a hybrid working model, where we meet on SG premises at a minimum of once a month, but there is also the option for the intern to be based in the office full time. | | |

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| **PIPS Internship Details and Desired Outcomes** | |
| PIPS Project Title | Interactive data visualisation platform for children’s services data |
| Description of the internship project you are offering, which will be shared directly with eligible PhD students (max 500 words). | We are looking for an intern with excellent data management and coding skills, to prepare data and build an automated platform for workforce and service performance indicators, using RAP (reproducible analytical pipelines) principles. This platform will be used by Scottish Government as well as Local Authorities to inform national and local workforce and service planning decisions. It will also be used to inform regular updates to Ministers on local delivery of children’s services. |
| Option for inviting interested students to apply directly by CV to generate a tailored internship project with your Organisation | Yes, the Children and Families Directorate in the SG covers a wide range of topics and issues, which require a variety of skillsets, and as such we can offer opportunities tailored internships. |
| Geographic location of this internship?  AND/OR  Option for a remote or hybrid placement, and a rationale for a virtual internship (max 150 words) | Edinburgh and occasionally Glasgow for face to face meetings. These meetings would be optional for the intern.  We currently adopt a hybrid working model, where we meet in person at regular intervals. However, the work can be done remotely, and in-person meetings are not essential. Similarly, some staff choose to be entirely office based. As such, we can accommodate any preferences for on-site or virtual working. We have offices in several locations across Scotland. |
| What range of professionals will the PhD student work with during this internship? | Mainly policy officials and SG analysts (economists, statisticians and social researchers), but also professional advisors (such as social workers) and other public sector analysts. |
| Based on the project’s objectives, what specific results do you want the PhD intern to achieve? | * Understand and clean service performance and workforce data * Consult with data users to design and build an automated interactive platform which reads in and presents the data (in R or similar) * Write a handover note for this work at the end of the internship. |
| How do these outcomes fit with your wider business objectives? | This project is an essential part of Scottish Government reporting duties to Ministers. It will also make a significant contribution to the Scottish Government aim of promoting positive outcomes for children, young people and their families, by supporting the planning and delivery of services for children and young people. |

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| **PIPS Internship Timing / Duration / Management** | | | | |
| Timing of the Internship  *If provisional dates at this stage, please mark on the form* | Flexible, with the earliest possible start in mid November | | PIPS end date (DD/MM/YY) | |
| Format of the Internship, e.g.  3-month block or a number of shorter blocks | A full time three month block would be preferable, but we can also accommodate a longer internship on a part-time basis (e.g., 3 days a week over 5 months). | | | |
| Internship anticipated time of work (e.g. full-time, 35 hours/week; part-time option, etc.) | As above. | | | |
| Name of person who will act as the PhD student supervisor/mentor (line manager) during this internship (if different to the contact mentioned above) | The intern will be supervised jointly by Mariela Fordyce (Workforce Lead) and Mairi Longmuir (Economist, The Promise). | | | |
| Supervisor position in the host organisation | As above | | | |
| Supervisor Contact email and phone number | mariela.fordyce@gov.scot | | | |
| Is the Organisation willing to make a contribution towards intern’s travel or accommodation costs?  *Please note that the student will be in receipt of their PhD stipend during the placement and they are also able to apply to EASTBIO for limited funds towards their travel and/or accommodation. If the student lives more than 50 miles from the Organisation’s location, we encourage a contribution from the PIPS host towards their travel or accommodation costs; this is optional. The only financial expectation from the PIPS host is to cover all costs associated with the PIPS project (consumables).* |  |  | | TBC |
| Any other information relevant to the intern’s financial support from your organisation? | Any costs related to equipment, travel between SG buildings, and to external partner organisations will be covered. | | | |

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| **Person Specification**  *Please give details of what is required for this internship – skills, experiences and personal qualities, whether essential or desirable.* | |
| What skills does the PhD student need to complete this internship project? | **Excellent data management skills**  **Good coding skills (R or similar)** |
| What soft attributes do they need to fit in/contribute? | **Good interpersonal skills**  **Ability to work autonomously and take ownership of own work** |

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| **Application Details** | | |
| I wish this internship to be advertised open ended to PhD students? | Yes |  |
| If ‘No’, please specify a closing date for receiving CVs from interested students? |  | |
| Name and contact details for PhD students to submit their CV applications to | mariela.fordyce@gov.scot | |
| Would you expect further support from EASTBIO regarding this advertised opportunity?  Any updates on interest in the internship would be helpful. | | |
| Any other relevant information:  Please note that, to undertake an internship with the Scottish Government, nationality eligibility criteria apply. Please find more information below.  Civil Service recruitment: nationality rules - GOV.UK (www.gov.uk)  [Microsoft Word - ANNEX C - GUIDANCE FOR CHECKING ELIGIBILITY.docx (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/media/605cb160e90e0724be025b7b/Annex_C___Flowchart_for_checking_eligibility.pdf) | | |
| Please provide, below, any further comments about his opportunity not covered in the sections above.  We have hosted EASTBio interns in the past, with excellent results. In some cases, the interns were successful in gaining permanent employment with the Scottish Government. | | |

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| **Completed & Signed by:** | |
| PIPS Host Organisation Name & Date | Scottish Government, 28 June 2024 |
| Date Advert submitted to EASTBIO |  |
| Date Advert circulated by EASTBIO |  |

*Thank you for your support of the UKRI BBSRC PIPS Scheme.*

**APPENDIX - PIPS Organisations - Sector List**

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| Academia | Fire, Police & Security |
| Advertising, Marketing & Public Relations | Food & Beverage |
| Aerospace & Defence | Government & Civil Service (including public service administration) |
| Agriculture, Livestock breeding & Fishing (including production, animal welfare) | Health & Social Care |
| Biotechnology, Medical & Pharmaceuticals | Hospitality, Leisure, Travel, Tourism and Sports |
| Business and Management (including business intelligence & market research) | IT & Telecommunications (Hardware & Software) |
| Chemicals | Law (including legal services) |
| Clothing, Footwear & Fashion | Logistics, Transport, Purchasing & Supply |
| Consultancy | Media, Communication, Journalism & Publishing |
| Charities & Voluntary work (non-profit / third sector) | Metals & Construction Materials |
| Creative arts, Design and Culture | Product Manufacturing |
| Education & Training (including teaching) | Real Estate & Renting |
| Energy & Utilities (including renewable energy and energy conservation) | Recruitment & Human Resources |
| Engineering (civil and mechanical) | Retail, Buying & Merchandising |
| Environment (including recycling, environmental services, conservationism and industries) | Science & Research |
| Financial services (including accounting, auditing & banking) | Other |