Ever considered a career at the heart of politics?

Parliament could be the place for you
Commons and Lords Graduate Development Programmes – recruiting for 2019 entrants.

For anyone with an interest in politics, current affairs and public policy, a role at the House of Commons or House of Lords is fascinating. A career in Parliament will give you the opportunity to develop a range of skills and allow you to be close to the parliamentary process while remaining independent of party politics. It offers a unique perspective on matters affecting all our lives. You will work directly with MPs or Peers and with senior staff, and have the chance to be involved in a variety of work including researching and writing briefs for powerful Select Committees, advising on amendments to legislation or Questions tabled on Government policy.
The House of Commons and the House of Lords are directly recruiting for entrants to their graduate development programmes. The two Houses run separate graduate programmes with combined recruitment. The House of Commons will also recruit through the Civil Service Fast Stream (CSFS). Applications to our direct recruitment will open in Autumn 2018. Successful applicants will be placed in one of the two Houses. If you would like further details or would like to register an interest, please email recruitment@parliament.uk Full details of the application process will be available at: http://www.parliament.uk/about/working/jobs/faststream/

The House of Lords Administration is a comparatively small organisation, with about 500 staff. This means that you will have every chance to shine in a friendly and supportive environment. You are likely to start by working in the Committee Office, supporting one of the influential Select Committees by drafting briefings for members, organising the Committee’s inquiry and helping the Committee Chairman write the report summarising the Committee’s recommendations to Government. You will be supported in learning management skills too, and with appropriate training will soon start managing a small team of staff. As part of your training you will also work in the Table Office, helping members shape their questions to the Government, and learn how to record the votes (divisions) which take place in the House of Lords itself. From an early stage in your career you are likely to surprise yourself at the variety of what you do and how much you achieve as you are supported to fulfil your potential in a unique and fascinating working environment.

The 4-year Graduate Development programme at the House of Commons offers you the chance to be part of a dynamic and evolving institution at the heart of UK democracy, able to witness at first hand the democratic processes and political events that shape the nation. You will start your career with us working for a committee team or in an office supporting the work of the Chamber. A substantial part of your time on the programme will be spent supporting MPs in their parliamentary duties, which in practice could involve:

- Managing committee inquiries, including: researching and writing briefing material for committee members, liaising with and briefing committee witnesses, accompanying committees on visits and drafting committee reports.
- Helping to manage a committee’s workload, agenda, advisers and staff.
- Responding to queries from MPs/Peers and members of the public about the work of Parliament; and
- Advising MPs/Peers on the practices and ‘rules’ of Parliament.

As your career progresses you may have the opportunity to work in another other business areas such as:

- The Outreach Service; working to improve public engagement with and understanding of Parliament.
- The Parliamentary Digital Service; developing the website and supporting the ICT needs of MPs and Peers.
- The Strategic Estates or In-House Services Team; working on projects maintaining or refurbishing and renovating Parliament’s buildings.
- Corporate Services; supporting the Finance, and HR functions of the organisation.
- The House of Commons Library; which provides first-class research services and briefings to MPs.
- The Governance Office; which supports the work of the Director General and Clerk of the House.

**Training, Development and Promotion prospects**

Whether you are employed in the Commons or the Lords, throughout the programme you will receive extensive training from external and internal providers, based on your own development needs. Each year you will build on your experience and skills, deepening your understanding of the House as an institution and the challenges it faces, and helping it to become more efficient, effective and better understood by the public.

Entrants to the programme are eligible to apply for posts on competitive promotion after passing a nine month probationary period, although 3-4 years’ experience is usually needed to develop the required competences.

You will receive learning and development support to help you from line managers, training coordinators and talent managers providing a mixture of on the job learning and formal training, and bespoke advice. Further promotion is by competitive process, but the House of Lords Administration and the House of Commons Service offers some of the most interesting and varied roles in the whole of the public sector.

**Equality, Diversity and Inclusion**

Parliament is committed to attracting and retaining the best talent from the widest possible pool.

Recruitment and promotion are strictly based on ability and performance, and we strongly encourage applications from all qualified individuals, from a diverse array of backgrounds.

We are committed to developing working practices which will allow every member of staff to contribute their best, regardless of, for example, race, sex, marital status, religion, age, disability, sexual orientation, gender identity or any other characteristic. The House of Commons and House of Lords both have diversity and inclusion strategies, and have established Workplace Equality Networks (WENs), which support the equality, diversity and inclusion agendas of both Houses, and provide a forum for people to discuss important issues in a supportive environment, hold informative and educational events, challenge policies and practices, and meet people with shared interests.

**There are currently five WENs:**

- **Parliagender** – a network for gender equality.
- **ParliREACH** – a network to increase awareness and appreciation of race, ethnicity and cultural heritage issues in Parliament.
- **ParliOUT** – a network in support of issues relating to LGBTIQ (lesbian, gay, bisexual, transgender, intersex and questioning) people in Parliament.
- **ParliAble** – a network in support of people with disabilities in Parliament.
- **ParliOn** – a network in support of people from different backgrounds.
WELCOME TO OUR HOUSE

For one of the oldest organisations in the UK, the variety of modern career opportunities at the House of Lords may surprise you. The range of jobs in our remarkable setting allows people to contribute from day one and develop over the long term.

So if you’d like to play your part in the life and work of our House, we’d love you to join us.