



## Job Description

Job title	Theos – Research, Policy and Impact intern (9 months)
Reporting to	Senior Researcher and Projects Lead
Staff responsibility	None
Location	Theos Office with homeworking flexibility

### What we do

Theos is the UK’s leading religion and society think tank. We exist to stimulate debate about the place of religion in society, challenging and changing ideas through research, commentary and events. We conduct high-quality research, thought-provoking content, and seek to influence decision-makers across politics, media, business, the arts, and education. Our aim is to shape a more open, and thoughtful public conversation and create a society that fosters human flourishing.

### Summary of role

Theos has run a successful internship scheme for more than 15 years, with interns going on to excellent roles within politics, the civil service, the arts, and Christian ministry. We work across five areas: Understanding Faith; Faith in Communities; Science, Technology & Climate Change; Health, Well-being and Life Stages; and Work, Economy & Poverty

The internship provides invaluable insight and experience for talented thinkers, interested in entering the world of religion in public life.

Theos is a religion and society think tank that seeks to create a world in which Christian ideas about human flourishing can help answer some of the biggest questions society is asking today: from AI to isolation, from religious education to social cohesion; from relationships to political engagement.

The role gives an opportunity to help translate our goals, research and policy asks in creative and innovative ways to the wider public, as well as support the team to influence changemakers.

### Main responsibilities

#### Overview

We are looking for a motivated, creative and passionate **Research, Policy, and Impact Intern** to support our work in shaping public debate and making our research accessible to key audiences. This role will combine:

- **Policy and research support:** contributing to our research projects, policy briefings, and horizon scanning, including helping to shape policy recommendations emerging from research.
- **Impact measurement:** contributing towards monitoring and evaluation of our work across the full range of Theos projects

- **Influencing and engagement:** helping us connect with stakeholders in politics, media, business, education, and the arts.
- **Communications:** working closely with the Theos communications team to ensure our work reaches wider audiences.

## **Key responsibilities**

### **Policy and research support**

- Assist the research team in drafting research/ sector specific recommendations and policy briefings
- Conduct background research and horizon scanning – including on social media - on issues at the intersection of religion, politics, and society
- Provide data gathering and analysis to support Theos' publications and projects.

### **Impact and monitoring/ evaluation support**

- Working closely with team leads on the measurement and evaluation of our research projects and wider Theos work
- Identifying upcoming opportunities to generate further impact from previous Theos research/outputs

### **Influencing and engagement support**

- Help with stakeholder mapping, identifying key audiences and supporting outreach to politicians, journalists, academics, and opinion formers
- Support preparations for meetings, events, and roundtables with external partners
- Track developments in policy and public debate relevant to Theos' mission.

### **Content and communications support**

- Utilise a strong understanding of social and digital communications to monitor trending topics and conversations, responding in real time and sharing relevant Theos research past and present
- Support the creation of digital and social media content, which communicates our research clearly, accessibly and persuasively

### **General**

- Participating fully in the life of Theos including presence in the London office on core days, attending weekly in person team meetings, All Staff Meetings in Swindon (every other month) and events (in house and outside, virtual and non-virtual) as required
- Adhere to our policies and standards in all areas of your work
- Carrying out other reasonable ad hoc duties which may be required to ensure Theos' work is done as effectively as possible

## **Who we need**

### **Experience**

- Experience (paid or voluntary) in public policy-related research or communications work
- Solid understanding of digital and social media, and an interest in utilising these in public engagement campaigns
- Creative ideas/ skills for presenting ideas in accessible formats (e.g. data visualisation, video, social content).
- Undergraduate degree in a relevant subject area (e.g. Theology, Religious Studies, Sociology, Politics, Media, Communications, etc).

### **Skills**

- Excellent writing and communication skills.
- Research and analytical skills, with attention to detail.
- Ability to work on tasks that are wide ranging and sometimes fast-paced
- Ability to work as part of team and autonomously
- Well-developed interpersonal skills, with the ability to tailor messages to specific audiences and communicate with a wide range of stakeholders
- Competent in using social media and IT systems including Microsoft Office

### **Personal attributes**

- Strong interest in public policy, politics, and the role of religion in society.
- Demonstrated interest (academic, content & communications i.e. blogs, articles and social media content) in a relevant subject area (e.g. theology, religious studies, media, journalism, law, politics, sociology)
- Organised, self-motivated, and able to work collaboratively in a small team.
- A commitment to the aims and objectives of Theos
- Willingness to attend and participate in Theos' evening events. [Time off in lieu can be taken for these]

## **Culture and character**

### **Culture**

We're committed to building on our unique culture, which is based on our Christian faith and seeks to bring out the best in our people.

We want to build a culture that demonstrates our values:

**Prayerful** – we're honest, attentive and humble, because we work in the sight of God

**Imaginative** – we're experimental, creative and dynamic, because we're made in the Creator's image

**Bold** – we're willing to work hard and face hard questions, because we trust each other

**Skilful** – we study, learn and practise, making the effort to serve others with our best

**Joyful** – we enjoy our work and seek to build others up, because we're designed to flourish together

## **Character**

As well as recruiting for talent, experience and expertise, we're interested in the character of our staff. We'd like to know how you demonstrate the following:

**Character for leadership** – you'll be self-aware and know what it takes to connect well with others, enabling you to inspire, challenge and support them.

**Character for teamwork** – you'll have strong interpersonal skills, loyalty to and respect for colleagues, and a collaborative style of solving problems through a shared sense of common mission and purpose.

**Character for followership** – you'll be committed to our vision and mission, and will constructively and proactively support these so we operate effectively.

**Date produced:** November 2025

**Updated:**

**Bible Society**  
Stonehill Green, Westlea, Swindon SN5 7DG  
Registered charity 232759  
01793 418222  
[Biblesociety.org.uk](http://Biblesociety.org.uk)  
**Patron: His Majesty the King**