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City Of Houston Summer Internship Graduate Program 2025

Hiring organization
City Of Houston Internship

Employment Type
Intern

Duration of employment
6 Months

Industry
Government Administration

Job Location
Houston, TX, United States, 77002,, Houston,, TX,, United States,

Working Hours
8

Base Salary
10

Date posted
November 3, 2026

Valid through
18.02.2026

Description

The **City of Houston Summer Internship Graduate Program 2025** is designed to provide graduate students with hands-on experience in public administration, policy development, urban planning, and other key municipal functions. This program offers an opportunity to gain valuable insights into local government operations while contributing to meaningful city projects.

Responsibilities

- Assist in policy research, data analysis, and report preparation.
- Support city departments in project development and implementation.
- Participate in meetings, briefings, and presentations.
- Collaborate with city officials and community stakeholders.
- Contribute to innovative solutions for urban development challenges.
- Perform other duties as assigned based on departmental needs.

Qualifications

- Currently enrolled in a graduate program (Master's or Ph.D.) in Public Administration, Urban Planning, Political Science, Business Administration, or related fields.
- Strong academic standing with a demonstrated interest in public service.
- Authorization to work in the United States.

Experience

Previous internship, research, or professional experience in government, non-profits, or related fields is preferred but not required.

Skills

- Strong analytical and research skills.
- Excellent written and verbal communication.
- Ability to work independently and as part of a team.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- Strong organizational and time-management abilities.

Job Benefits

- Hands-on experience working with a major city government.
- Networking opportunities with city officials and professionals.
- Professional development workshops and mentorship.
- Competitive stipend or hourly compensation (if applicable).
- Exposure to real-world policy-making and urban development challenges.

How To Apply

Interested candidates should submit the following documents:

- A completed online application via the City of Houston’s official website.
- A resume detailing academic and professional experience.
- A cover letter explaining interest in the program and relevant skills.