INSPIRE

GRADUATE PROGRAMME



Dumfries and Galloway COUNCIL

The following four Graduate placements will be on offer, and we will try our best to match successful candidates to their preferred project(s) which you should indicate on your application form.

Hybrid Working Approach (Home and Office within Dumfries and Galloway)

Monday-Friday 9am-5pm (however working arrangements can be flexible)

SPECIFIC SKILLS REQUIRED FROM GRADUATES:

- good written and verbal communication and interpersonal skills
- skilled in the use of ICT and digital application/social media
- project management
- ability to work to deadlines
- analytical skills
- wiliness to learn and develop
- attention to detail
- growth-mindset



4 PROJECT OPPORTUNITIES:

- Digital Opportunity for Elections and Democratic Forums
- Organisational Development Graduate Project Officer
- Property, Estates and Programmes Graduate Project Officer
- Strategic Support for Swestrans Regional Transport Partnership

DIGITAL OPPORTUNITY FOR ELECTIONS AND DEMOCRATIC FORUMS

This unique graduate opportunity offers the chance to be at the forefront of digital transformation in the democratic process.

You'll work on two dynamic projects focused on modernising how elections are delivered and how democratic decisions are supported through cutting-edge digital infrastructure. This is your chance to contribute to meaningful change that directly affects how democracy functions at a local level.

Project 1: Revolutionising Elections Through Digital Innovation

Elections are evolving—and you can help lead that change. You'll support the development, planning and piloting of digital tools to streamline polling and election coordination. From improving record-keeping to testing new technologies in live election environments, you'll gain hands-on experience in:

- Programme and project management
- Digital solution design and implementation
- Collaborating with expert panels and the Elections team to drive innovation

Project 2: Building the Future of Democratic Infrastructure

This project goes beyond elections—it's about shaping how decisions are made and supported across the council. You'll explore digital options for decision-making platforms, research best practices from other councils and help create a compelling business case to inform strategic investment.

You'll gain experience in:

- Conducting stakeholder interviews and surveys
- Researching and benchmarking across the public sector
- Writing structured business cases and options appraisals
- Understanding how strategic decisions are made within a large organisation

WHY THIS ROLE STANDS OUT

- **Make a real impact:** Your work will help modernise critical public services that affect everyone.
- **Build career-defining skills:** From digital project management to stakeholder engagement and strategy, you'll gain a toolkit of transferable skills.
- **Be part of something bigger:** Join a team committed to innovation, transparency and better democratic outcomes for all.

If you're a graduate with an interest in public service, digital transformation, or civic engagement, this is your chance to shape the future while kickstarting your career.



STRATEGIC SUPPORT FOR SWESTRANS REGIONAL TRANSPORT PARTNERSHIP

Are you a recent graduate passionate about sustainability, infrastructure, or improving how people and goods move across communities? Looking for a project where your ideas and input will make a real, visible difference? This is your chance to step into a strategic role with SWestrans, the Regional Transport Partnership for the South West of Scotland.

As part of a small but influential team, you'll be at the heart of shaping the region's transport strategy — working directly with other local authorities, government agencies, and communities to design smarter, greener, and more connected transport systems.

You won't just be observing — you'll be actively contributing to major projects that matter, such as:

- Helping plan and deliver improvements to the local bus network and active travel programmes (walking, cycling, etc.)
- Supporting the development of a regional freight strategy
- Advising on how transport links into housing, community planning, and the Local Development Plan
- Playing a key role in aligning transport investment with the wider needs of the region

You'll also be supporting economic growth, community access, and sustainability — all while helping SWestrans build stronger partnerships across the public, private, and voluntary sectors, including the NHS, local businesses, and community transport groups.

What You'll Gain:

- Hands-on experience influencing real-world policy and investment
- Exposure to strategic planning, data analysis, and cross-sector collaboration
- The chance to build your professional network across regional and national stakeholders, including Transport Scotland
- A unique insight into how transport can transform communities — and how you can be part of that change

This is your opportunity to kick-start a meaningful career in transport strategy, public policy, or regional development, while directly improving lives in Dumfries and Galloway.

PROPERTY, ESTATES AND PROGRAMME GRADUATE PROJECT OFFICER

Are you a motivated graduate with a passion for construction, design, or project management? This is an incredible opportunity to kickstart your career while making a real difference in local communities.

You'll be part of a dynamic team delivering a wide range of capital construction projects – from schools and leisure centres to office buildings and community spaces. This isn't just a desk job – you'll be out on sites, learning how projects come to life from the ground up.

What makes this role unique?

- **Diverse Experience:** Alongside project management, you'll get hands-on exposure to architectural design, building repairs, energy efficiency initiatives, and estates management.
- **Professional Growth:** Work closely with experienced professionals, attend technical meetings, and take part in real decision-making processes.
- **Practical Skills:** You'll develop key skills in site inspection, project documentation, cost tracking, risk management, and more – laying a solid foundation for a future career in construction or the public sector.
- **Impactful Work:** Every project you support contributes to improving the lives of residents across Dumfries and Galloway.

This is the perfect opportunity for a graduate who's keen to learn, ready to roll up their sleeves, and excited to be part of something meaningful.

Start your journey with us and help shape the spaces where communities live, learn, and thrive.

ORGANISATIONAL DEVELOPMENT GRADUATE PROJECT OFFICER

Are you passionate about people, innovation, and making a real difference in the workplace? Join us as a graduate in our dynamic Organisational Development (OD) team, where you'll be at the heart of shaping how our organisation grows, leads, and thrives.

This is a chance to influence meaningful change across a diverse public service organisation. You'll be hands-on in a variety of impactful OD projects that span:

- Employee Engagement – Help create a workplace where people feel valued and inspired.
- Workforce Planning – Play a role in designing the future of our workforce.
- Talent & Leadership Development – Support the development of our next generation of leaders.

You'll also gain real-life exposure to:

- Project Management – From planning to execution, you'll be involved every step of the way.
- Collaboration with Business Intelligence – Work alongside data experts to shape insights that drive workforce decisions.
- People-Centered Initiatives – support wellbeing programmes, employee networks, and engagement events that foster a positive and inclusive culture.

Why This Role is Exciting?

You'll be helping to drive innovation and service improvement across the organisation. This includes:

- Supporting the delivery of change projects that improve how we work.
- Contributing to the design of OD frameworks and tools that empower managers and teams.
- Acting as a trusted partner to services across the council, offering people-focused advice and support.

All while being fully supported in your own personal learning and development, and encouraged to live out our council's values and SUPPORT Behaviours.

HOW TO APPLY:

Head to www.myjobscotland.gov.uk
for full details and to apply.

DIVERSITY & INCLUSION

Here at Dumfries and Galloway Council, we are a Disability Confident Leader and committed to creating opportunities for everyone. If you meet the essential criteria and have a disability, we guarantee an interview.

MAKE YOUR FIRST GRADUATE JOB ONE TO REMEMBER.

Apply to INSPIRE your future — and ours.

disability confident EMPLOYER