

GLYNN COUNTY BOARD OF COMMISSIONERS
NOTICE OF INTERNSHIP OPPORTUNITY

Administration Department
Strategic Planning Analyst & Implementation Review Intern

Glynn County Description: Glynn County is a dynamic coastal community located in southeastern Georgia, renowned for its economic development, tourism industry, and strategic federal and state agencies. With over 900 full-time employees and a commitment to excellence, the Glynn County Government operates over thirty departments to serve its residents and three million annual visitors.

Department Overview: The Administration Office, led by the County Manager, oversees the daily operations of Glynn County offices, departments, and employees.

Internship Project: Assist in drafting the final report for the 2023–2026 Strategic Plan by reviewing completed, off-track, and delayed projects; organizing them by level of completion; and documenting successes, reasons for delays, or the need to carry projects forward through clear project narratives.

Responsibilities:

- Examine all initiatives within the 2023 – 2026 Strategic Plan to determine status for completion.
- Prepare clear and concise final analysis narratives for all 2023- 2026 Plan goals and objectives.
- Assist in planning and preparation for the final 2023-2026 Strategic Plan Quarterly Execution Review (QER).
- Assist with the planning and a roadmap for implementation of the 2027- 2030 Strategic Plan.
- Attend meetings with County Commissioners, staff and partners related to Strategic Plans objectives.

Qualifications:

- Currently pursuing a Master's or Bachelor's degree in Public Administration, Political Science, Public Policy, Business Administration, or a related field.
- Strong analytical skills with attention to detail.
- Excellent communication and interpersonal skills.
- Ability to work independently and collaboratively in a team environment.

Duration and Benefits:

- **Term:** This internship is expected to span from May through August 2026.
- **Compensation:** Paid internship with details to be discussed during the interview process.
- **Learning Experience:** Gain practical experience in creating, evaluating, and messaging the success of the strategic planning process within local government.

Application Process: To apply, please submit your resume and cover letter detailing your interest in the Strategic Planning Analyst & Implementation Review Intern at Glynn County. Applications are completed through the Glynn County Careers and Opportunities website.