

PROCEDIN

Building Procurement Capability for Embedding and Driving Innovation

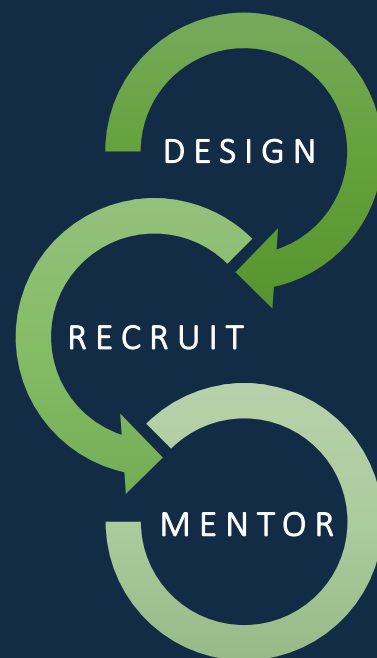
HOW TO GET BUSINESS STUDENTS EXCITED ABOUT WORKING IN PUBLIC PROCUREMENT?

The new generation of BSc and MSc graduates is increasingly concerned with meaningful work. Many business students are passionate about making a tangible difference in society through their future employment. Purchasing and supply chain management is a particularly appealing field of work, with many opportunities.

Yet, they often don't see public procurement as a pathway to fulfilling these aspirations. Even though public procurement is a pivotal engine driving innovation, sustainability, and social progress on a grand scale. Every year, across the EU, public bodies do 2 trillion euros worth of business with companies, which represents 12% of Europe's GDP.

To attract talented and committed business graduates to public procurement, public contracting authorities need to reach out to these students, starting during their degree programs, to provide insights into what working in public procurement has to offer.

We explore how public contracting authorities can engage students throughout their studies through internships and research projects.



In this advice note for employers, we provide examples, resources, and guidance on how public contracting authorities can facilitate **internships and research projects**

WWW.PROCEDIN.EU



Funded by
the European Union

UNIVERSITY
OF TWENTE.



Haarlem
Municipality



GABROVO MUNICIPALITY

PROCEDIN

Building Procurement Capability for Embedding and Driving Innovation

DESIGNING ASSIGNMENTS

- Public procurement is a pivotal engine **driving innovation, sustainability, and social progress** on a grand scale.
- Yet, assignments should be **feasible** within the student's time frame and skill level.

In search of the right **balance**, we provide the following **five guidelines**:

IMPACT

SKILLS & TIME

CLARIFY OBJECTIVES

Clearly define the goals and expectations of the assignment, whether it's operational work or a research project. What specific tasks need to be accomplished? What outcomes do you seek?

BALANCE CHALLENGE & FEASIBILITY

Design assignments that are challenging enough to stimulate growth and learning but feasible within the student's time frame and skill level.

OFFER VARIETY

Provide a mix of day-to-day operational tasks and project-based initiatives to offer a well-rounded experience that exposes students to different aspects of procurement.

ENCOURAGE INNOVATION

Include opportunities for students to propose and implement innovative solutions to procurement challenges, fostering creativity and critical thinking.

PROMOTE COLLABORATION

Structure assignments to encourage collaboration within your team and potentially across departments or organizations, promoting a sense of teamwork and shared learning.

WWW.PROCEDIN.EU



SCAN ME



Funded by
the European Union

UNIVERSITY
OF TWENTE.



Haarlem
Municipality



GABROVO MUNICIPALITY

PROCEDIN

Building Procurement Capability for Embedding and Driving Innovation

CHECKLIST FOR DESIGNING ASSIGNMENTS

- ✓ **Job Title:** Choose a clear and descriptive title that accurately reflects the role, such as "Procurement Intern" or "Research Assistant in Strategic Procurement."
- ✓ **Overview:** Provide a brief overview of the organisation, the procurement function, and the purpose of the student assignment.
- ✓ **Key Responsibilities:** Outline specific tasks and responsibilities the student will be expected to undertake. Include a mix of operational tasks and strategic projects.
- ✓ **Qualifications and Skills:** Specify any required qualifications, such as enrolment in a relevant degree program. List desired skills and attributes and proficiency in relevant software.
- ✓ **Learning Objectives:** Clearly define the learning objectives and outcomes the student is expected to achieve during the assignment, such as gaining hands-on experience or contributing to strategic initiatives.
- ✓ **Mentorship and Support:** Highlight the mentorship and support available to the student, including access to experienced procurement professionals for guidance and feedback. Emphasise opportunities for professional development and networking within the organisation or industry.
- ✓ **Duration and Schedule:** Specify the duration of the assignment, including start and end dates, as well as the expected weekly schedule. Clearly communicate any flexibility or potential for remote work.
- ✓ **Compensation and Benefits:** Clearly outline any compensation or benefits offered to the student, such as a stipend, expenses reimbursement, or access to organisational resources.
- ✓ **Alignment:** Check that the opportunity and the responsibilities are presented in a way which aligns with business and management studies
- ✓ **Application Instructions:** Provide clear instructions on how students can apply for the position, including any required documents and submission deadlines. Include contact information.
- ✓ **Equal Opportunity Statement:** Include a statement affirming the organisation's commitment to diversity, equity, and inclusion, and encourage candidates from all backgrounds to apply.

WWW.PROCEDIN.EU



SCAN ME



Funded by
the European Union

UNIVERSITY
OF TWENTE



Haarlem
Municipality



GABROVO MUNICIPALITY

PROCEDIN

Building Procurement Capability for Embedding and Driving Innovation

RECRUITING

The key to success is recruiting the right candidate for the job.

1

Craft Compelling Job Descriptions: responsibilities, learning opportunities, and potential impact of the assignment

Is the job description framed in a way that will appeal to a business student?

2

Highlight Benefits: hands-on experience, mentorship opportunities, and the chance to contribute to meaningful projects

3

Target Relevant Programs: Reach out to universities specialising in procurement, supply chain management, or related fields

Have you considered providing guest lectures or small case studies at your local university to create awareness?

4

Leverage Networking: Tap into your professional network, university contacts, and online platforms to spread the word

PROCEDIN opportunities



PROCEDIN Education Database

*Consisting of 114 different universities
For finding business management students*

PROCEDIN Stakeholder Map



*Overview of different stakeholders involved with POI
For leveraging networks*

WWW.PROCEDIN.EU



Funded by
the European Union

UNIVERSITY
OF TWENTE



Haarlem
Municipality

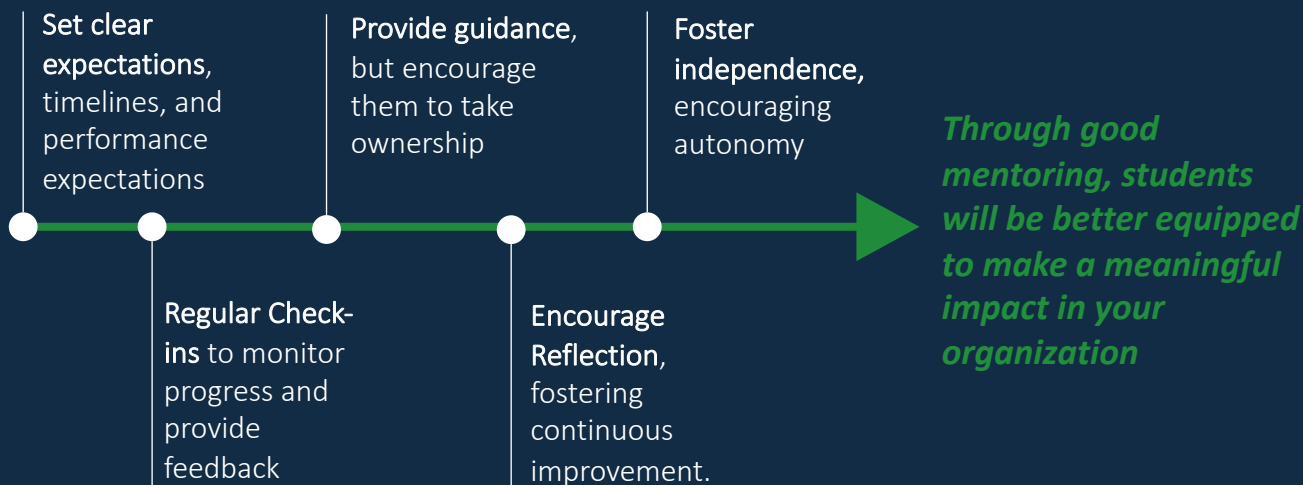


GABROVO MUNICIPALITY

PROCEDIN

Building Procurement Capability for Embedding and Driving Innovation

MENTORING



INTERNSHIP EXAMPLES

Draw inspiration from the following internships & traineeships:



European Commission, EUSPA, EIPA,
EUROPOL, ESA, Dutch Government,
Dutch local government

WWW.PROCEDIN.EU



SCAN ME



Funded by
the European Union

UNIVERSITY
OF TWENTE.



Haarlem
Municipality



GABROVO MUNICIPALITY

PROCEDIN

Building Procurement Capability for Embedding and Driving Innovation

We hope this advice note can serve as a helpful starting point for attracting students to your public contracting authority .

ABOUT THE PROCEDIN PROJECT

PROurement Capability – Embedding and **DRIVING IN**novation (PROCEDIN) is a Horizon Europe project funded by the European Commission. Its purpose is procurement of innovation (POI) capacity building among and between buyers (especially in public procurement) and firms (especially SMEs) and engaging other key stakeholders in building the POI ecosystem (especially educators). Together with other Horizon Europe projects, BUILD and Health InnoFacilitator, PROCEDIN has launched the Innovation Procurement Task Force, a collaborative initiative aimed at supporting procurement in innovative areas such as the circular economy, green mobility, and healthcare.

- **Want to be involved in our community?** www.procedin.eu/procedin-community
- Get in **contact** through info@procedin.eu
- **Follow our updates on PROCEDIN social media:** [Linkedin](#), [Twitter](#)
- Curious about the Innovation Procurement Task Force? <https://iptf.eu>

Acknowledgments

The PROCEDIN consortium would like to thank everyone who provided their ideas and suggestions during our PROCEDIN workshops and events, on which this document is based.

WWW.PROCEDIN.EU



SCAN ME



Funded by
the European Union

UNIVERSITY
OF TWENTE.



Haarlem
Municipality



GABROVO MUNICIPALITY