



The Consumer Healthcare Association

Job Description

Job title: Policy Intern

Reports to: Policy and Public Affairs Manager

Created: July 2025

Salary: £27,300 pro-rata

Location: Hybrid (remote/London office)

Hours: 3 days a week, 21 hours

Length: 3 months

About PAGB:

PAGB, the consumer healthcare association, represents the manufacturers of branded over-the-counter (OTC) medicines, self-care medical devices, and food supplements in the UK. We empower self-care as the expert voice of the UK consumer healthcare industry. Working with Government, regulators and our members, we support the sector to responsibly navigate the ever-changing landscape, encouraging a fair and positive regulatory environment that encourages product innovation, and promotes the contribution that self-care can make to people's health at no cost to the NHS.

Role purpose:

To support the delivery of PAGB's policy ambitions through the production of a report which highlights the role of self-care and the importance of branding for OTC manufacturers in enabling people to manage their minor conditions with confidence. This role incorporates policy, data and regulatory aspects of PAGB's health related activity.

Role responsibilities:

- Analyse quantitative and qualitative data from PAGB's flagship 4000-person Self-Care Census to find key insights in relation to self-care and the use of OTC products.
- By end of September 2025, produce an accessible report outlining the importance of brands in enabling self-selection of OTC products, utilising data insights and case studies.
- Liaise with members to generate data-based case studies to be included in the report.
- Review and incorporate relevant regulatory guidance from the Medicines and Healthcare products Regulatory Agency and PAGB into the report.
- Help launch the report to a wider audience of members and stakeholders through collaboration with colleagues across PAGB including communications, regulatory affairs and the Chief Executive.
- Where relevant, support the Policy and Public Affairs Manager in the delivery of day-to-day activity.

Person specification

- An interest in healthcare policy.
- Strong analysis skills for both quantitative and qualitative data including complex data manipulation in Excel.
- Good organisational and problem-solving skills, ability to use your own initiative and prioritise competing demands and work under pressure.

- Ability to liaise with key stakeholders, assimilate information and provide an overview of key insights
- Ability to work as part of a team and to work collaboratively.
- Experience of writing for different audiences.
- Positive attitude to work, open to learning and new ways of working.
- Confident using a computer in a networked office environment and experience in using Microsoft Office software, in particular Excel, Outlook and Word.

How to apply:

Please email your CV and a cover letter to Policy and Public Affairs Manager, Hannah Hayes, hannah.hayes@pagb.co.uk

In your application, be sure to tell us:

1. What interests you most about working with PAGB and what transferable skills you can offer in relation to the role?
2. Provide any examples of your experience of analysing quantitative and qualitative data.
3. What do you think would be important to consider when writing a report with a view to influence?
4. What you would like to achieve from this internship.

Closing dates:

Send in your applications by 9am on Monday 21 July 2025. Interviews will take place week beginning 28 July 2025.