Employment Opportunity:

Session Staff for 2024 Legislative Session

South Dakota Legislative Research Council, Pierre, South Dakota

Interested in the South Dakota legislative process? Want to be a part of it?

The SD Legislative Research Council, the nonpartisan research and support staff to the South Dakota Legislature, is accepting applications for a Committee Secretary for the 2024 Legislative Session.

Committee Secretaries take an active role in the legislative process by being an important part of legislative committees. This is an excellent opportunity for college students taking a gap year, people seeking short term employment, and retired individuals looking to stay in the workforce on a temporary basis.

Duties and Responsibilities: This position provides clerical support to the Legislature's Standing Committees. Must be comfortable learning and working with the Legislature's computer system, sitting at the dais with the Committee members, keeping track of the work of the Committees, calling roll, and announcing vote tallies.

Minimum Qualifications: Graduation from high school required, some college preferred. Applicant must be able to work the entire 2024 Legislative Session, from January 9 to March 7, and be available for training in early January.

Salary Range: $18.60/hr

Application Process: Positions will remain open until November 10, 2023. Applications (consisting of a letter of interest and resume) should be submitted through the South Dakota Bureau of Human Resources website or via hard copy or email to:

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