

Employment Opportunity:  
**Legislative Attorney**

South Dakota Legislative Research Council—Pierre, South Dakota

This is a full-time, 40 hours weekly position with the Legislative Research Council. For more information on the Legislative Research Council, please visit the [LRC website](#).

The Legislative Research Council, the nonpartisan drafting, research, and support office for the South Dakota State Legislature, is accepting applications for a permanent, full-time **Legislative Attorney**. An applicant must have an interest in the legislative process and be results oriented, honest, discrete, trustworthy, and articulate.

A remote work option may be considered for the position. However, a full-time presence in Pierre is required during the legislative session and periodically throughout the interim.

**Duties and Responsibilities:** A Legislative Attorney will assist legislators by providing accurate, objective, and relevant research information, informed by a professional understanding of the law. The significant duties include the following:

- 1) Draft and edit bills, resolutions, and amendments to implement legislators' ideas;
- 2) Conduct general and legal research for legislative committees and individual legislators and present alternative solutions for their consideration;
- 3) Confer with and advise legislators on legislative legal questions;
- 4) Staff legislative standing committees during sessions, consult with committee chairs to develop agendas and obtain testimony, prepare committee reports, and draft amendments to bills;
- 5) Staff interim committees of the Legislative Research Council, consult with committee chairs to develop agendas, assist with meeting arrangements, prepare background materials, and prepare final reports;
- 6) Review administrative rules for form, style, clarity, and compliance with statutory authority; and
- 7) Research and write issue memoranda and develop other resources on selected topics for review and use by the Legislature, Legislative Research Council staff, and the public.

**Minimum Qualifications:**

- 1) A Juris Doctorate from an ABA-accredited law school; and
- 2) An active license in good standing with the State Bar of South Dakota, or the ability to become eligible for and become admitted to the State Bar of South Dakota within one (1) year after employment.

**Preferred Qualifications:**

- 1) Strong writing skills;
- 2) Strong research and analytical skills;
- 3) A willingness to expand expertise into various subject areas;
- 4) The ability to communicate, both orally and in writing, in a manner that clearly and efficiently conveys information to legislators and the public; and
- 5) The ability to work under tight deadlines and extended hours during the legislative session.

**Salary Range:** The annual salary will range from \$72,000 to \$102,000. Actual starting salary will depend on qualifications and experience.

**Application Process:** This position is open until filled. The position is exempt from the Civil Service Act and is employed at will. Any application or resume submitted for consideration will be kept confidential. Applications (consisting of a letter of interest and resume) should be submitted [online](#) or by e-mail to:

John McCullough, Director  
South Dakota Legislative Research Council  
E-Mail: [Legis.Resume@sdlegislature.gov](mailto:Legis.Resume@sdlegislature.gov) | Phone: 605-773-3251

"An Equal Opportunity Employer"

