Internship Opportunity

What does JLARC offer?

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<th>Impact</th>
<th>Collaborate with JLARC staff to provide critical analysis and credible information to improve the management of government programs and help the Legislature identify public policy solutions. One project will assess the impact of a tax policy for incentivizing renewable energy.</th>
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<td>Exposure</td>
<td>Opportunity to work for the Legislature as nonpartisan staff and participate firsthand in the public policy process. JLARC does not focus on a single policy area, so interns get to learn about many different areas across state government, ranging from tax policy to the state’s management of natural resources.</td>
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<td>Professional development</td>
<td>Work in a collaborative environment with intelligent, creative, and supportive colleagues. Studies use a variety of professional disciplines and analytical techniques to find answers including performance measurement, organizational structures, quantitative analysis, legal research, and budgeting and accounting practices.</td>
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<tr>
<td>Networking</td>
<td>Work with JLARC analysts and staff from other legislative and executive branch agencies to help answer some of the more complicated questions facing our state’s lawmakers.</td>
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Period of Internship

Approximately June – September 2020

Hours per Week

30 to 40. We expect 80 percent of hours to be spent in Olympia, with telecommuting permitted for the other 20 percent. There may be vanpool options for traveling to Olympia.

Pay

Interns will be paid a monthly salary equivalent to $22.50 per hour.

Application Process

Send a cover letter and resume as PDF(s) to Marilyn Richter at marilyn.richter@leg.wa.gov. This announcement is open through 5:00 p.m., March 31, 2020 or until filled, but we will begin the reviewing and selection process as the applications are received. Early application is encouraged. For more information, visit: www.leg.wa.gov/jlarc.
POSITION OVERVIEW

JLARC is seeking a summer intern to participate in policy and fiscal reviews. The intern may assist staff in scoping, developing, planning and/or conducting performance audits or studies. The intern will participate as a team member in producing reports that are objective, non-partisan, and of professional quality. The intern will receive exposure to researching Washington statute, the legislative process, tax policy, and state agencies. There may be opportunities for travel, depending on the intern's schedule and JLARC’s committee assignments.

Working side-by-side with JLARC staff, the internship position may help with:

- Developing a detailed study work plan that identifies appropriate analytic methodologies, data collection strategies, resources, and schedules necessary to answer research questions.
- Assist in applying methods and processes for the collection of appropriate quantitative and qualitative data to support the analysis phases of audits or studies. Examples of this could be conducting literature reviews, data cleaning, and recording notes from interviews.
- Assist in identifying findings that will improve efficiency and effectiveness of state government.

Who is JLARC?

JLARC works to make state government operations more effective, efficient, and accountable. JLARC staff are non-partisan staff working for the bipartisan/bicameral committee.

JLARC pursues its mission by conducting performance audits - a tool for providing critical analysis and credible information. Performance auditing involves assessing performance, evaluating results, and ensuring accountability.

Assignments to conduct studies are made by the Legislature and the Committee itself. Based on these assignments, JLARC’s nonpartisan staff auditors, under the direction of the Legislative Auditor, independently seek answers to audit questions and issue recommendations to improve performance.

JLARC’s work has received national recognition from groups such as the National Conference of State Legislatures and the Pew Center for the States as illustrative of “the superior program evaluation work being provided to state legislatures.” Visit our website for more information.

What is JLARC looking for in an intern?

- An appreciation for how objective, non-partisan analysis can assist with the policy making and oversight roles of a legislative body
- An ability to think analytically and to present information creatively
- Comfort with gathering and synthesizing both quantitative and qualitative information
- Strong communication skills in different media and in front of a variety of audiences
- Ability to work independently and as a member of a team
- Good judgment for how to work on sensitive issues with stakeholders that hold strong opinions