



Summer Internship Program

Intern duties

Senate Committee Services assigns interns to one or more of the Senate standing committees, with consideration given to the needs of the committees and the interests and experience of the interns. Interns conduct nonpartisan legal, fiscal, and policy research, and may draft legislation and give presentations before legislative committees.

Intern educational program

Interns receive an orientation that includes information on legislative organization and process. Senate Committee Services provides regular seminars with state leaders including legislators, state agency administrators, lobbyists, judges, and other elected or appointed officials. Interns receive training on applications the Senate uses and individualized training from committee staff as it relates to their assignments. In addition, interns participate in a mock hearing, which is an excellent opportunity to apply the skills and knowledge developed during the internship.

Internship location

SCS offers this internship in a hybrid format, allowing some virtual and some in-person experiences. Currently the internship is being offered remotely, with one week required in Olympia on the capital campus for a mock session and hearing experience.

Application/selection process

Interested students must:

- submit a cover letter, resume, and writing sample, either through their college or university's job portal, or directly to Senate Committee Services by emailing to christopher.mccallister@leg.wa.gov
- participate in an interview with SCS staff (applicants will be contacted with interview details).

Interviews begin in the fall at most schools. If necessary, finalists may be asked to schedule a second interview. At the second interview, candidates may also complete a written exercise.

Intern compensation

Interns are paid up to \$3,637 per month. Additional employee benefits and paid time off are not offered.

Intern selection criteria

Candidates for internships must possess strong oral, written, and interpersonal communication skills and the ability to conduct nonpartisan legal, fiscal, and policy research and analysis. They should be self-motivated and have an interest in public service.



Senate Committee Services

Our Purpose

Senate Committee Services assists Senators in developing and evaluating policy alternatives to achieve their policy objectives. We achieve our purpose by:

- ensuring that committee meetings and other legislative processes operate efficiently and effectively, and are accessible to the citizens we serve;
- providing information, analysis, options, and recommendations that are non-partisan, relevant, accurate, objective, creative, and timely; and
- developing clear, understandable legislation that accomplishes intended objectives.

Our Values

Initiative, integrity, teamwork, excellence, communication, and responsiveness guide us in our work with the people we serve and with each other.

Our Goals

Our goals for continuous improvement of Senate Committee Services are:

- deliver responsive non-partisan service;
- work effectively together;
- foster individual development; and
- maintain a workplace that contributes to excellence.

Additional Information

Contact your school placement or internship center. Interested students may also contact Christopher McCallister or Senate Committee Services with questions:

Senate Committee Services:

(360) 786-7400

PO Box 40466

Olympia, WA 98504-0466

Christopher McCallister

(360) 786-7430

christopher.mccallister@leg.wa.gov

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