



# OFFICE OF SENATOR MIKE JOHNSTON

## COLORADO SENATE DISTRICT 33

COLORADO GENERAL ASSEMBLY | 200 EAST COLFAX AVENUE | DENVER, CO 80203

---

### Legislative Internship

Colorado Senator Mike Johnston of Senate District 33 is searching for motivated, diligent, civic-minded undergraduate or graduate students who want experience and insight into the Colorado legislative process. Interns will have the opportunity to work closely with Senator Johnston, legislative staff, and other legislative interns on policy, neighborhood organizing and outreach. Students will have the opportunity to get directly involved in the legislative process and learn about potential career paths in public service while gaining relevant work experience and potentially receiving academic credit.

### Internship Duties & Responsibilities:

- Conducting research on proposed legislation and public policy
- Providing analysis and insights on research to inform Senator Johnston and affect his voting decisions
- Assist in preparing materials, including research, testimonials, presentations, etc., for Senate Committee meetings
- Identifying useful resources available for the community and providing knowledge by finding and/or developing publications, contact information, etc.
- Communicating with other legislators, state agencies, lobbyists, local organizations, and the general public on behalf of the Senator
- Assist Citizen Policy Committees by developing committee resources, supplying research, providing legal insights, and completing any necessary administrative tasks that contribute to overall effectiveness of the committee
- Addressing constituent issues by responding to letters and emails, answering phone calls, and interacting with constituents at the community center
- Leading outreach efforts throughout the district to inform the community of town halls, volunteer opportunities, local events, available resources, or other information

### Qualifications:

- Full-time student at a college or university in Colorado
- Ability to work between 10-15 hours a week
- Excellent written and interpersonal communication skills
- Time management skills and ability to multitask and prioritize
- Strong research and analytical skills
- Strong desire to learn about public policy and current legislation
- High energy with positive attitude

To apply for the legislative internship, please send a cover letter and résumé to Joey Ham at [joseph.r.ham@gmail.com](mailto:joseph.r.ham@gmail.com). If you have any questions, feel free to call (303) 953-1541.