



STATE OF TEXAS
HOUSE OF REPRESENTATIVES
JARVIS JOHNSON
District 139

POLICY INTERNSHIP

DESCRIPTION

The Capitol Office of Representative Jarvis Johnson is currently seeking energetic, hard-working applicants for unpaid internship opportunities for the 87th Legislative Session. This internship program will offer students the opportunity to explore their interest in public service through hands-on experience in a governmental office. Qualified candidates should expect 15-30 hours per week, assisting with day-to-day office operations, research, document production, policy analysis, legislative duties, and other duties as assigned by Chief of staff and Representative Johnson.

SKILLS AND QUALIFICATIONS

Applicants should be professional, responsible, and possess strong interpersonal and organizational skills, with basic knowledge of the operation of standard office equipment. Applicants should have strong research and writing skills, and a passion for high level, complex policy issues. Applicants must be able to meet deadlines in high pressure situations, both independently and in cooperation with others, and demonstrate strong written and oral communication skills.

We are currently seeking interns with policy interest in Child Welfare, Criminal Justice, Health/Substance Use, and Environmental issues, but all topics of interest will be considered.

TO APPLY

Please send a resume, topic areas of interest, and schedule availability to Katelyn Caldwell, Chief of Staff, at Katelyn.Caldwell@house.texas.gov with the title "Policy Internship Position" in the subject line.

Qualified candidates will be contacted to schedule an interview.

Note: The office is located in the Texas State Capitol. Remote and in-person internship opportunities are available.

The House of Representatives is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provisions of service. In compliance with the Americans with Disabilities Act, if you require reasonable accommodations during the application process, please call 463-0865.