



## **National Conference of State Legislatures**

### **Internship/Externship – Summer 2021 National Conference of State Legislatures Denver or D.C.**

NCSL intern/externships provide students an opportunity to gain workplace skills while learning about a variety of public policy areas that impact state legislatures and other intergovernmental groups. The individual will have responsibility for tracking state legislative bills, analyzing and reporting on legislation, performing policy research, responding to requests for information, assisting with meetings for constituents, writing policy publications, collecting information about current events related to assigned topics, supporting and maintaining web resources, collaborating with other NCSL staff, and other duties as assigned.

This opportunity covers a range of policy topics in the assigned program and requires a person who is able to juggle multiple tasks and topics efficiently. It also requires the ability to work both independently and as part of a team across projects and program areas within NCSL, as well as excellent written and oral communication skills to interact with a wide variety of audiences.

**For more information:** <https://www.ncsl.org/aboutus/ncslservice/internship-externship-summer-2021-various-programs-ncsl-denver-co-or-washington-dc.aspx>

#### **To apply:**

Interested candidates should [apply](#) online and include a cover letter and resume highlighting skills and qualifications **no later than March 22, 2021 by 5 p.m. MST.**