LEGISLATIVE INTERN

The Washington State Labor Council (WSLC), AFL-CIO, is seeking a full-time legislative intern to help develop and coordinate legislative advocacy for Washington working families. This is a fun and challenging opportunity to learn more about issues important to working families, our labor movement, public policy and the legislative process. Plus, there are many opportunities for interns to pursue and develop their own policy interests and to build relationships with affiliated unions, legislators and coalition partners.

The position’s start date will be Dec. 11 in Seattle, with remote work available later that month, and in-person in Olympia beginning in January. The 60-day 2024 legislative session will begin Monday, Jan. 8. The legislative intern position will end by March 22 at the latest.

Our fast-paced internship is open to people with an interest in public policy and a passion for the rights of working-class communities. We are looking for applicants with excellent writing and research skills, a positive attitude, a willingness to tackle a variety of tasks, and the ability to work independently and as part of a team.

Duties Include:

- Tracking bills using spreadsheets
- Assisting the WSLC lobbying team and United Labor Lobby with meetings, including scheduling and taking minutes
- Conducting legislative research
- Attending committee hearings and meetings with legislators
- Outreach and communication with affiliated unions regarding progress of policy priorities

Required Qualifications:

- Good written and oral communication skills
- Ability to create, sort and format spreadsheets with Microsoft Excel and Google Spreadsheets, and proficiency with Word or other similar programs
- Attention to detail
- Ability to work in Olympia full-time during legislative session
- Availability some nights and weekends
- Understanding of racial/social justice and commitment to equity

Desired Qualifications:

- Strong ties to and/or an interest in labor and working families
- Curiosity about public policy and the legislative process
- Strong analytical research and critical thinking skills
- Labor and/or community organizing experience
- Interest in creative ways to share information and engage with people
- Ability to work in a fast-paced environment

Compensation will be $1,000 per week and will include membership in OPEIU Local 8.

Black, Indigenous, people of color, immigrant, womxn, LGBTQ+ and people with multilingual skills are strongly encouraged to apply. WSLC is an equal opportunity employer.

Please send a resume and cover letter by Nov. 10, 2023, to WSLC Legislative Director John Traynor at jtraynor@wslc.org with the subject line “2024 Legislative Internship.” Interviews are planned the week of Nov. 13-17, and the successful candidate will be notified on Nov. 17.