



Minority Digital Media & Communications Intern

2024 General Session | Utah House of Representatives

State of Utah
Invites Applications for the position of
House Minority Digital Media & Communications Intern, Job #39140

PHYSICAL ADDRESS: Utah House of Representatives
350 North State St.
Salt Lake City, Utah

OPENING DATE: Friday, October 13, 2023

CLOSING DATE: Open until filled. Applications will be considered on a rolling basis.

JOB DESCRIPTION:

This is a temporary internship for the 2024 general legislative session. The intern in this role will provide support to members of the minority caucus of the House of Representatives. Interns will not raise funds or perform campaign work for any member of the House of Representatives.

EXAMPLE OF DUTIES:

- Full-time work during the 2024 Legislative Session, under the direction of the Minority Communications and Policy Advisor to develop issues strategy, media plan, and messaging.
- Engagement with caucus members, advocates, lobbyists, and stakeholders under the direction of the Minority Staff Director and Minority Leader
- Assist Minority Communications and Policy Advisor to create and curate content for social media (graphics, images, videos), the weekly caucus newsletter, and website.
- Capture high-quality photographs of legislators and events.
- Attend hearings and committee meetings during the legislative session and help the caucus track important issues.
- Track and analyze social media performance, media mentions, and other assigned duties.

MINIMUM QUALIFICATIONS:

- Experience or education in journalism, public relations, political science, or related fields
- Knowledge of current trends and effective practices in media production, communication, and dissemination across various formats, including written, oral, and visual media
- Ability to work with advocates and champion Democratic Caucus priorities through print and digital media.
- Skilled in capturing and editing photos and creating content for social media distribution.
- Experience in collecting and organizing information or data in a clear and concise manner.

SUPPLEMENTAL INFORMATION:

A lump-sum stipend of \$4,000 will be paid for this internship. The work hours for this position will typically be 40 hours per week during the general legislative session (mid-January through early March 2024). Extended work hours may occasionally be required. This position is not eligible for benefits.

APPLICATION INSTRUCTIONS: Send a current resume and letter of interest to hr@le.utah.gov.



SUPPLEMENTAL INFORMATION:

Employees in this position serve at the pleasure of the appointing officer in an at will status and may be terminated at any time without cause. This is not a career service position.

The State of Utah is an equal opportunity employer. Hiring is done without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, age or disability. Reasonable accommodations provided to known disabilities of individuals in compliance with the Americans with Disabilities Act. For accommodation information or if you need accommodation to complete the application process, contact Rebecca Smyrniotopoulos at rsmyrn@le.utah.gov.

Veteran's Preference (Utah Code Ann. 71-10-1, et. Seq.) An applicant claiming veteran's preference must do so in the body of the cover letter by providing sufficient information to identify the type of veteran's preference requested. Additionally, a copy of the applicant's DD-214 must be attached to the resume. If a disabled preference is claimed, a copy of the applicant's letter from the VA stating the disability percentage granted must also be attached.