



UTAH STATE SENATE

UTAH STATE CAPITOL • SALT LAKE CITY

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Senate Minority Communications Intern

JOB DESCRIPTION

The Utah Senate Minority caucus is looking for a communications intern to contribute and provide support with various tasks during the 2026 General Session. This is a tremendous opportunity for anyone seeking to learn more about the legislative process and gain hands-on communications experience.

Communications interns will have the chance to help implement communication strategies and create written and video content for social media, the website and newsletters. Applicants should have a strong interest in political communications, policy and digital media, be willing to work in a fast-paced environment and be interested in the legislative process.

Communications interns are nonpartisan session staff and do not perform any campaign work or raise funds for any Senate election.

RESPONSIBILITIES

- Work full-time during the 2026 General Legislative Session to coordinate and maximize print and social media exposure. The position may require some after-hours work.
- Assist in writing and creating social media posts.
- Assist in preparing, writing and editing weekly newsletters, blog posts and press releases.
- Assist in researching, writing and editing op-ed pieces, talking points, presentations and graphics for various topics.
- Take and tag pictures of senators, committee meetings and Capitol events.
- Monitor and track local news.
- Film and edit videos.

MINIMUM QUALIFICATIONS

- Excellent writing skills.
- Solid understanding of the different social media platforms.
- Consistent demonstration of responsibility and initiative.

- Ability to complete tasks under deadlines while managing multiple projects.
- Motivated, creative, detail-oriented, adaptable and dependable.
- Team player who also excels as an individual contributor.
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PREFERRED QUALIFICATIONS

- Graphic design knowledge/skill.
- Experience creating social media.
- Photography / Videography experience.

PAY: \$4,100 stipend

Hours for this position will typically be about 40 hours per week during the general session.

START DATE: The internship begins January 5, 2026, and ends March 13, 2026 (the start and end dates are flexible).

APPLY: Email the following documents to mmcgrath@le.utah.gov with the subject line “Communications Intern”

APPLICANTS WHO DO NOT SUBMIT THE REQUESTED APPLICATION MATERIALS TO MMCGRATH@LE.UTAH.GOV WILL NOT BE CONSIDERED.

Required Documents

- Cover letter
- Resume
- Two media preferred samples (see below)

Preferred Samples (*in addition to the required documents listed above*)

- A video sample showcasing filming and editing capabilities
- Op-eds, blog posts, articles
- Photos highlighting photography skills
- A graphic design sample (Adobe, Canva or similar platform with original graphics)
- The link to any social media platforms you’ve managed or screenshots of posts you’ve created
- Two to three references

Including one or more examples from the “preferred samples” section is highly encouraged and will help you stand out as an applicant.

ANY APPLICATIONS THAT USE CHATGPT OR AI WILL NOT BE CONSIDERED.

OPENING DATE: October 14, 2025

CLOSING DATE: Until filled (applications are encouraged to be submitted by November 19, 2025)

PHYSICAL ADDRESS

Utah State Capitol
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