Legislative Affairs Internship
Utah Association of Special Districts

Office Description
The Utah Association of Special Districts (UASD) is a private, non-profit association representing the interests of local districts (LD) and special service districts (SSD) throughout Utah. There are over 400 LDs and SSDs in Utah which provide a variety of services including water, sewer, solid waste, transportation, transit, parks and recreation, police, fire, 911 dispatch, electricity, cemetery, mosquito, health care, storm water, lighting, animal control and drainage.

Internship Duties
- Track bills through the Legislature and report changes in status and amendments.
- Attend pertinent committee meetings and hearings.
- Assist with logistics and attend weekly UASD meetings.
- Provide verbal and written reports on legislative action
- Communicate with legislators as directed.
- Average amount of time spent on duties: research (5%); writing (15%); organizing meetings and other activities (4%); clerical (1%); tracking legislation and attending related hearings (75%).

Qualifications
Interns should have excellent interpersonal skills, be easy to work with and promote an atmosphere of unity with others in our organization including attorneys, Association leadership, former and current legislators, and others. Interns should be professional and clean in appearance, dress, grooming, and behavior. Interns should project a positive image of the Utah Association of Special Districts.

Timeline
Term of the Legislature—January 28 to March 14 (midnight), 2013

Application Procedure
Those interested may call 801-725-1312, or email a letter of interest to uasdmall@yahoo.com

Stipend $2,400

May be available for credit
Contact Scott Dunaway
Internship Coordinator
944 SWKT — 801-422-6029
http://politicalscienceinternships.byu.edu/