



# State of Connecticut

## Office of Policy and Management

### Office of the Secretary

### Legislative Internship

As an Office of the Secretary Legislative Intern you will gain experience in the legislative process for the State of Connecticut and see the role that the Office of the Secretary and OPM has in the legislature. This internship is unpaid and is a minimum of 10 hours per week.

**Special Note:** During Legislative Session some evening work may be required.

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As a legislative intern you will have opportunities to:

- ◆ **Learn how legislative staff at OPM monitors critical legislation** – See the techniques used to monitor critical legislation and what impact legislation may have on the functions of state government.
  - ◆ **Observe how legislative staff tracks and helps to refine key legislation** - Learn what methods are used by legislative staff to try and pass a bill that is favorable to OPM.
  - ◆ **Learn about OPM’s role in support of the Governor** - See how OPM supports the Governor’s initiatives and priorities by helping to pass legislation that is consistent with those priorities and helping to derail legislation that is not consistent with those priorities.
  - ◆ **Work with other interns on projects involving public policy** - Build relationships with the other interns as well as learn about each person’s unique experience.
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#### **Minimum Knowledge, Skills and Abilities:**

- ◆ Current enrollment in an undergraduate or graduate degree program.
- ◆ Must be earning school credit.
- ◆ Considerable interpersonal, oral & written communication skills.
- ◆ Proficiency in Microsoft Office is preferred
- ◆ Ability to work independently or in groups.



To apply visit: <https://portal.ct.gov/opm-internships>

Send completed application and materials to [opm.internships@ct.gov](mailto:opm.internships@ct.gov)

The deadlines for applications are as follows:

Fall Semester – Jul 1

Spring Semester – Nov 1

Summer Intersession – Mar 1

