Students will spend four months working with Legislative Research Commission staff and members of the General Assembly. They will be trained and treated like actual employees of the LRC. Students are placed in areas that best utilize their personal interests and/or qualifications. These areas include the legislative committee staff, the director’s office, constituent services, and the public information office.

The interns will receive a $1,500 monthly allowance (subject to all applicable taxes) and be responsible for their own housing, meals, and other expenses while in Frankfort. In the past, the legislative intern program has not only aided in developing the talents of the interns, but has also helped give direction to their career goals.

The interns make new friends and often develop professional contacts during the four-month program.

LEGISLATIVE RESEARCH COMMISSION
Frankfort, Kentucky

LEGISLATIVE RESEARCH COMMISSION
State Capitol, 700 Capitol Avenue
Frankfort, Kentucky 40601

LEGISLATIVE RESEARCH COMMISSION
House Chamber
Frankfort, Kentucky

LEGISLATIVE RESEARCH COMMISSION
Printed with state funds
**LRC Director’s Office**

The director of the Legislative Research Commission and the administrative staff coordinate and monitor all activities pertinent to the operation of the legislative session. An intern placed in this position will assist with various administrative tasks, including tracking the progress of bills and resolutions affecting the General Assembly or the LRC. Interns will also assist with research requests, delivery of bills and information to members on the House and Senate floor, and preparation of the Legislative Record. Interns assigned to the Director’s Office should have excellent organizational skills and be able to work effectively under the pressure of deadlines.

**Committee Staff Assignments**

Interns assigned to a legislative committee will assist LRC professional staff in drafting and tracking bills, performing research tasks, and preparing for committee meetings. LRC committee staff give interns a great deal of responsibility and their work often results in legislation that will affect the entire state. In addition, while assisting LRC committee staff, interns have an excellent opportunity to understand issues confronting the General Assembly, policy making and the legislative process from experienced analysts, attorneys, and legislators. By developing working relationships with these professionals, interns become part of the committee staff and get a behind-the-scenes look into the General Assembly that few people have. Therefore, students from all academic disciplines and interests can benefit from this internship program.

**Constituent Services**

The Constituent Services Office interacts with Legislators’ constituents in their districts by phone and mail. The LRC Constituent Services staff assist legislators by writing with their constituents who may have complaints, requests, or may be experiencing problems communicating with various bureaus. Interns assigned to this office have an excellent opportunity to become familiar with the internal workings of government, and how it affects the daily lives of average Kentuckians. Essentially, these interns act as liaisons between lawmakers and the public and will deal with a variety of people daily. Many of these people will be facing personal crises and will have strong opinions on certain issues. A constituent service intern must be pleasant and helpful in all circumstances.

**Public Information Office**

Interns interested in journalism, public relations, or communications may be placed with LRC’s Public Information Office during the session. This placement is different from the others in that it is less research oriented and more focused on disseminating information. The Public Information Office staff guide interns in writing press releases, speeches, newspaper columns, and photo cutlines. This Office also has a photography section and provides radio and video services to legislators. Interns assigned to the Public Information Office will have the rare opportunity of working on the Senate and House floors during proceedings, as well as attending and helping to arrange press conferences held by legislators. This placement requires well-developed writing and communication skills. Journalism and communications majors are usually considered best qualified for this placement. Generally, no more than two interns will be placed with Public Information.

**Application & Selection**

The 2018 program will run from January through April 2018. It will include a two-day orientation in November, prior to the convening of the 2018 General Assembly. Interns must register and pay the normal tuition and fees required of a full-time student to their respective academic institution. Eligible students must be at least a junior by January 2018, have an overall grade point average of 2.0 or better on a four-point scale, and have campus activities. Interested students should complete an application and return it to either their campus contact or directly to the LRC if the campus contact prefers. Applications are available online at www.lrc.ky.gov. All applications must be received by LRC before May 15, 2017. Interns will be notified in June. If you live out of state and will not be able to come to Frankfort at that time, please apply early and ask for an April interview. Fifteen students will be selected for the program and will be notified in June.

**Academic Work**

Qualified instructors at LRC organize and oversee two courses for which academic credit is acknowledged. These courses consist of two weekly seminars that generally feature guest speakers with special expertise in government, public administration, or legislative matters. These seminars, which are scheduled around the availability of the speakers, give the student interns the opportunity to interact with executives and policy-makers from all three branches of government. Interns also talk with lobbyists, the media, and other entities involved in the process. The first academic course, “The Kentucky Legislative Process,” deals with the comprehensive process of establishing public policy amidst the political culture of the General Assembly. The second course, “Challenges of State Government,” examines state government as a whole, including governance, issues, and interactions among various agencies within the three branches. Therefore, students from all academic disciplines and interests can benefit from this internship program.

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