

Application

Interested students should complete an application and return materials 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 by June 16, 2023.

Selection

LRC staff will review applications and interview finalists over the summer. No more than fifteen students will be selected for the program and will be notified by August 18th.

Allowance

Students will spend 4 months working with Legislative Research Commission nonpartisan staff and members of the General Assembly. They will be trained and regarded as part of the actual nonpartisan LRC staff. Interns receive a \$1,600 monthly allowance (subject to all applicable taxes) and are responsible for their own housing, meals, and other expenses while in Frankfort. Interns who must relocate to Frankfort during the internship may apply for an extra \$500 monthly housing allowance.

Campus Contacts

Alice Lloyd College	Mr. Nathan Hall
Asbury University	Dr. Stephen Clements
Bellarmine University	Ms. Jackie McNatt
Berea College	Dr. John Heyrman
Brescia University	Dr. Daniel Kuthy
Campbellsville University	Dr. Shawn Williams
Centre College	Ms. Sharon Duncan
Eastern Kentucky University	Ms. Amy Scarborough
Georgetown College	Dr. Melissa Scheier
Kentucky Community and Technical College System	Dr. Hannah Hodges Rivera
Kentucky State University	Dr. Palisa Rushin
Kentucky Wesleyan College	Dr. Eric Schmidt
Lindsey Wilson College	Dr. Matthew Powers
Midway University	Ms. Madison Taylor
Morehead State University	Dr. David Grise
Murray State University	Mr. Jordan Smith
Northern Kentucky University	Dr. Rhea Floyd
Pikeville College	Dr. Chandra Massner
Spalding University	Dr. Jane Moscue
Thomas More College	Dr. John T. Spence
Transylvania University	Ms. Jill Warfield
Union College	Dr. Jill Musgrave
University of Kentucky	Dr. Tiffany D. Barnes
University of Louisville	Dr. Jason Gainous
University of the Cumberlands	Dr. Bruce Hicks
Western Kentucky University	Dr. Scott Lasley



Kentucky Legislative Intern Program

The Legislative Intern Program of the Kentucky Legislative Research Commission provides a unique opportunity for self-motivated, outgoing, and qualified college students to gain an understanding of the legislative process and public policy making through active participation.

The 2024 program will run from January through April 2024. It will include a two-day orientation in November, prior to the convening of the 2024 General Assembly.

The Legislative Intern Program has helped interns strengthen valuable critical thinking and practical workplace skills, and has provided insight and direction toward their career goals. Along the way, interns make new friends and often identify and cultivate networking opportunities during their tenure at the State Capitol. The program places students in nonpartisan areas of the agency that best fit their specialized academic interests and qualifications.

Interns must register and pay the normal tuition and fees required of a full-time student at their respective academic institution. Eligible students must be at least a junior by January 2024, have an overall grade point average of 2.8 or better on a four-point scale, and have been active in campus activities.

Because of the variety of possible internship assignments within LRC, students from all academic disciplines and interests can benefit from the Legislative Intern Program.





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.

Working with LRC administrative and committee staff, interns have an excellent opportunity to gain in-depth understanding of issues confronting the General Assembly, policy making and the legislative process from experienced analysts, attorneys, and legislators. Through working relationships with these professionals, interns have an inclusive role and get a behind-the-scenes look into the General Assembly that few people have.

Interns might be assigned to one or two committees. These include Health and Welfare, Judiciary, State and Local Government, Transportation, and Education, to name a few. Therefore, students from all academic disciplines and interests can benefit from this internship program.

Intern Assignments

Constituent Services

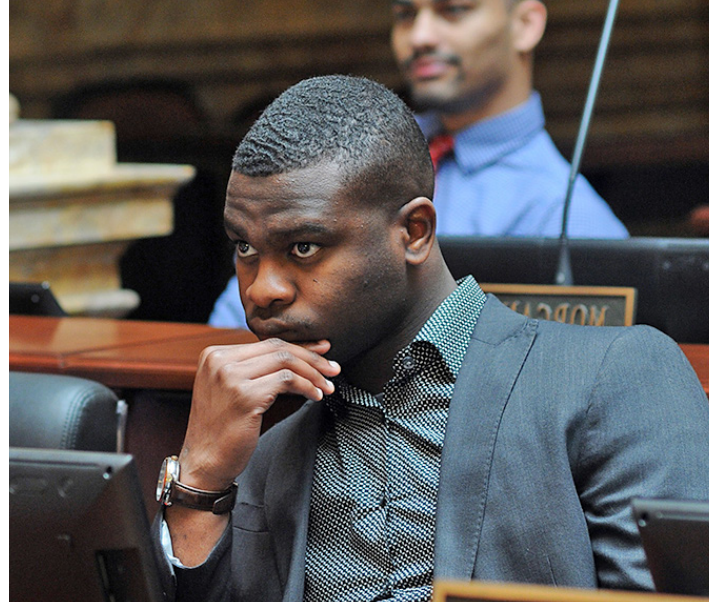
The Constituent Services Office interacts with Legislators' constituents in their districts by phone and mail. The LRC Constituent Services staff assist legislators by working with their constituents who may have complaints, requests, or may be experiencing problems communicating with various bureaucracies. 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/or will have strong opinions on certain issues. A constituent services 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 suited for this placement. Generally, no more than two interns will be placed with Public Information.

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.

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 an opportunity to interact with executives and policy-makers from all three branches of government. Interns also talk with lobbyists, the media, and others 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. The LRC recommends three hours of academic credit for each of the two seminars, and nine hours of academic credit for the work/study part of the program. Thus, a student's academic institution may allow a total of 15 hours credit for the entire program.

The Kentucky Legislative Research Commission is a 16-member committee, comprised of the majority and minority leadership of the Kentucky Senate and House of Representatives. Under Chapter 7 of the Kentucky Revised Statutes, the Commission is the administrative arm of the Kentucky General Assembly. Its director serves as chief administrative officer of the Legislative Branch.

For questions, contact:

Sheila Mason, LRC Intern Coordinator
502-564-8100 ext. 59964
sheila.mason@lrc.ky.gov

