

**Michigan Senate**  
*Senator Stamas*

**POSITION POSTING**

**Internship Opportunity**

**Summary Position Description:** This individual will provide assistance to senate staff ranging in the areas of legislation, communications, constituent affairs, and general office management. Some responsibilities will include: answering phones, monitoring and filing legislation, written correspondence to groups and individuals within Lansing and district, and research.

**Qualifications:** Related office experience and a High School Diploma are required. Excellent telephone, written communication skills, and a positive attitude preferred. Legislative experience and a basic understanding of computer office programs are helpful.

**Status:** This is an unpaid internship position.

This is a non-civil service, at-will position.

**Please send resume to:**

Senator Jim Stamas  
Attn: Kristen Wall  
Binsfeld Office Building  
PO Box 30036  
Lansing, MI 48909  
Fax: (517) 373-7946  
Email: [kwall@senate.michigan.gov](mailto:kwall@senate.michigan.gov)

The Michigan State Senate considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, height, weight, disability, marital status, or any other legally protected status. If you are a person with a qualified disability, you may request any needed reasonable accommodation to participate in the application, testing, and/or interview process by contacting the Senate ADA Coordinator at 373-5560 or TDD 373-0543.