



## Legislature Intern

### Role and Responsibilities:

- Assist Office Staff
- Filing, copying & scanning documents

### Qualifications and Education Requirements:

Must be enrolled in High School or College at the time of application.

### Preferred Skills:

- Good organizational skills

### Please Note:

This internship is for 6-10 hours per week. Some afternoon work may be necessary.

**Department:** Office of the County Legislature

**Location:** County Office Building  
40 Gleneida Ave.  
Carmel, NY 10512

<b>Salary:</b>	High School Student	\$9/hr.
	College Student	\$10/hr.
	Graduate Student	\$11/hr.

**Schedule:** 6-10 hours/week for 8 weeks

**Supervisor:** Diane Schonfeld

