

RESEARCH POSITION

House Committee Services
NH House of Representatives

Non-partisan legislative office is seeking a qualified individual to join their professional research staff.

Duties: Provide non-partisan research services and technical and administrative support to House committees. Prepare concise and accurate oral and written reports. Qualified candidate must demonstrate competence in a range of research skills including collecting, monitoring, and analyzing material from a variety of information resources involved in public policy development, preparing legislative histories, conducting multi-state statutory searches, researching and summarizing state and federal laws and regulations, analyzing statistical data, and other duties as assigned. Individual must have strong verbal, written and organizational skills and be able to handle numerous assignments concurrently in an often fast-paced environment.

Minimum Qualifications: Bachelor's degree in relevant field required. Advanced degree or relevant experience preferred. Please email cover letter, resume and writing sample to: HCSjobs@leg.state.nh.us