



ASSOCIATE LEGAL COUNSEL

FOR THE OFFICE OF THE SENATE PRESIDENT
& THE SENATE DEMOCRATIC CAUCUS

The Office of the Senate President and the Senate Democratic Caucus are seeking highly motivated attorney for a full-time Associate Legal Counsel position. The position is open to applicants that are licensed to practice law in Illinois with previous legislative or comparable experience. Applicants must be available to start in Winter of 2023/2024 and will work in Springfield.



A UNIQUE EXPERIENCE

Are you interested in the law and policy? This job is a great opportunity to apply your legal skills to public policy and public service.

THE JOB

As a part of the legal team, attorneys in this position work with the members of the Senate Democratic Caucus, policy stakeholders and staff in other departments under the Office of the Senate President.

Attorneys are assigned to several Senate committees and are responsible for conducting policy and legal research, drafting legislation, analyzing legislation, monitoring parliamentary proceedings, drafting legal memoranda, and advising Senate members in negotiations and committee and floor debates. Successful candidates must be able to work well in a fast-paced environment and must possess excellent writing skills, outstanding communication skills, and the ability to exercise independent judgment.

This position is a great opportunity to gain invaluable insight into the legislative process, gain skills in legal research and negotiation, and play an integral part in state policymaking on a variety of topics.

INTERESTED?

Applications will be accepted and interviews conducted on a rolling basis. Applicants should send a cover letter, resume, two professional references, and a short writing sample to the address below by 4 p.m. (CST) on October 2, 2023 via mail or e-mail.

Please use the title "Associate Counsel Position" in all correspondence. Interviews will be conducted virtually at a time to be determined by the parties.

To ensure full consideration, please send your application packet to:

Giovanni R. Randazzo
Senate Parliamentarian
General Counsel
Illinois State Senate
Office of the Senate President
Senate Democratic Caucus
Room 703H William G. Stratton
Building
401 S. Spring Street
Springfield, IL 62704

OR via Email:
sgorman@senatedem.ilga.gov

The Senate President, Senator Don Harmon, is the presiding officer of the 59-member Illinois Senate and the leader of the Senate Democratic Caucus. The Senate President shares primary responsibility for legislative procedures and operations. The Office assists in formation, passage and implementation of legislative policy initiatives. The Senate Democratic Caucus is one of the largest supermajorities in the country with 40 members representing all parts of the State.

The Office of the Senate President is an equal opportunity employer. Applications are evaluated on the basis of job qualifications and not race, sex, color, disability, national origin, religion, creed, age, marital status, sexual orientation, citizenship or authorized alien status, or veteran status. Information about the Illinois Senate Democratic Caucus can be found at the following website: www.illinoisenedemocrats.com/. If you have any questions, please feel free to call (217) 782-2156 or email sgorman@senatedem.ilga.gov