

Legislative Intern

ROBERT SMITH

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Objective

Overall goal of future employment is to apply the skills advanced through undergraduate and graduate coursework and internships. To further these skills and experience to become an efficient public servant for an organization. Through expanding work experience, plan to find the career path that allows to efficiently complete challenging tasks, help others in the community, and fulfill the essential purposes of society through public service.

Skills

Quickbooks, Peoplesoft.

Work Experience

Legislative Intern

ABC Corporation - 2009 - 2009

- Attended committee hearings on HB 935, Ways and Means, judiciary, and environmental matters.
- Attended Governor OMalley and Lieutenant Governor G.
- Responsible for brown bills hearings, press releases, speech, support and reports.
- Attended internal leadership meetings; took notes and tracked action items.
- Contacted witnesses legislative liaisons such as Ethics Committee, BGE, and PEPCO.
- Handled questions and problems that arose with students and parents.
- Lobbied other legislators for support for bills.

Legislative Intern

Delta Corporation - -

- Provided research support for Harrisburg staff.
- Drafted and revised resolutions, press releases, and letters to constituent groups.
- Interacted with and serviced the requests of constituents and special interest group representatives.
- Capitol Fellowship Program Engaged in the legislative process and interacted with Colorados public policy leaders Developed leadership abilities by .
- Facilitated the formulation of legislation and action plans to build support for successful passage Coordinated with community partners to organize .
- Researching and drafting responses to constituent concerns and issues Compiling committee meeting schedules and facilitating office logistics General .
- Managed correspondence between state senator and constituents Drafted press releases Monitored progress of proposed bills through legislative process.

Education

Masters/Ph.D. of Science in Pastoral Counseling - (Liberty University - Lynchburg, VA)