



NOW HIRING

Assistant Counsel to the Speaker of the Illinois House of Representatives

Office of the Speaker of the House of Representatives

The Illinois House of Representatives Office of the Speaker Legal Staff, under the supervision of the Chief Counsel, have a front row seat to the legislative process, drafting legislation, analyzing legal and policy issues, monitoring parliamentary proceedings, and working closely with the Democratic members of the House to achieve their legislative goals. During their tenure, our attorneys develop the skills to succeed in their future careers. From policy directors, lobbyists, and law firm partners, to elected officials and judges, our alumni have gone on to work in every corner of the legal profession.

Essential Responsibilities

- Draft, review and analyze legislation for Democratic members of the House of Representatives.
- Serve as parliamentarian for committees of the House, and as temporary parliamentarian for the House on behalf of the Chief Counsel.
- Advise Democratic members of the House during committees and floor debate.
- Conduct research and draft memoranda on a wide variety of policy and legal issues.
- Facilitate negotiations between Democratic members of the House, lobbyists, agencies, and constituents.

Qualifications, Knowledge, Skills, and Abilities

Successful candidates must be highly motivated self-starters and possess strong legal reasoning skills, enthusiasm, integrity, effective interpersonal skills, and exceptional written and verbal communication skills. Additional qualifications are as follows:

- Admission to the Illinois Bar prior to the start of the contract is required. Applicants awaiting Bar Exam results in 2026 are encouraged to apply.

- A commitment to learning quickly and performing at the highest level in a fast-paced environment are expected.
- Excellent time management and collaboration skills are essential.
- Proficiency in explaining complicated concepts in an accurate and concise manner.

Compensation & Benefits:

- Salary \$70,000
- Health, dental, vision, prescription, behavioral health, and life insurance; for details, visit <https://www2.illinois.gov/cms/benefits/StateEmployee/Pages/StateInsuranceProgram.aspx>
- Participation in State Employees' Retirement System;
- Optional participation in health savings account and deferred compensation programs;
- Competitive vacation, sick, and personal time;
- Attorneys are expected to be in Springfield during session weeks. Opportunities to work from our Chicago office may be available when the House is not in session. For those not living in Central Illinois, a per diem is provided to cover the costs of maintaining a residence near the Capitol and as well as reimbursement for the cost of travel back home from Springfield most weekends.

Interested applicants should email a résumé, cover letter, writing sample (no more than 3 pages), and three references to:

Lacey Stauffer
Office Manager
217-782-7603
lstauffer@hds.ilga.gov

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