

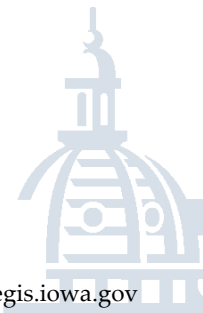


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## NOTICE OF VACANCY

Effective immediately, applications are being taken by the nonpartisan Legislative Services Agency for the position of Capitol Tour Guide. Applicants should send a resume and cover letter to the Director, Legislative Services Agency, State Capitol, Des Moines, Iowa 50319, online at <https://www.legis.iowa.gov/careers>. The Legislative Services Agency is an equal opportunity employer. Applications will be accepted through October 9, 2023.

### CAPITOL TOUR GUIDE

This part-time position involves conducting tours at the Iowa State Capitol including the building, dome, and grounds; developing educational tours; researching State Capitol information; and handling retail sales. The position can average 10 hours per week, depending on the season and is flexible. The position requires excellent public relations skills; the ability to effectively communicate and lead tour groups of people of all ages and backgrounds including young children; a strong speaking voice; strong customer service skills; and the interest in learning historical information related to the State Capitol. Knowledge of state government is beneficial. Starting salary is \$16.03 per hour. Partisan political activity and legislative issue advocacy is prohibited.