

NOTICE OF VACANCY

Effective immediately, applications are being taken by the Legislative Services Agency for an Iowa Capitol Tour Guide position. Applicants should send a cover letter and resume online at <https://www.legis.iowa.gov/careers>. The Legislative Services Agency is an equal opportunity employer. Priority consideration will be given to applications received by December 1, 2016.

IOWA CAPITOL TOUR GUIDE

Flexible, part-time positions, weekdays and Saturdays, averaging 10 hours per week, varying with the season. Must possess exceptional public relations skills in dealing with groups of all ages, have a strong speaking voice, provide excellent customer service, and learn historical Capitol information. Positions involve conducting building, dome, and ground tours; developing educational tours; researching Capitol information; and handling retail sales in the Capitol Gift Shop. Knowledge of state government is helpful. Starting salary is \$13.99 an hour. Uniform provided. No other benefits. Partisan political activity prohibited. Equal opportunity employer. Background check required prior to hire.