



Legislative Assembly Service of Saskatchewan

If you are interested in this opportunity, please submit your cover letter and resume by 5:00 p.m. (CST), September 10, 2018 to:

Sandra Gardner
Administrative and Chamber Services
Coordinator
Office of the Clerk
Room 239 - 2405 Legislative Drive
Regina, Saskatchewan
S4S 0B3
Tel: (306) 787-0603
E-mail:
LegislativePages@legassembly.sk.ca

Clearly indicate in your resume or cover letter where and how you have gained the required knowledge and qualifications. Selections for interviews will be based on this information.

Thank you for your interest in this position. Only candidates selected for interview will be contacted.

Legislative Pages (Term Position)

Are you looking for a unique educational experience that provides the opportunity to play a role in the rich democratic traditions of the Saskatchewan Parliamentary system? As a Legislative Page you will learn first-hand about Saskatchewan's parliament and Legislative processes; meet key parliamentary and political figures and be directly immersed in the democratic process.

Legislative Pages have responsibility for a wide range of tasks directly related to Chamber activities including collecting and distributing official documents, preparing for and cleaning up after each sitting of the Legislature, running errands, delivering messages to Members, serving as a link between MLAS and their offices (in Legislative building), and making photocopies.

The term of the employment will be over both the 2018 fall (mid-October to mid-December) and 2019 spring (early March to mid-May) sittings of the Assembly. The hours of employment will be Monday to Wednesday, 12:30 p.m. to 5:00 p.m. and Thursdays from 9:00 a.m. to 1:30 p.m. Some overtime may be required each week, particularly when the Assembly is sitting on Monday and Tuesday evenings from 6:45 p.m. to 10:30 p.m. Pages will be paid at a rate of \$16.488 / hour. *Legislative Pages do not work in the period between mid-December to early March.*

All employees of the Legislative Assembly Service are required to conduct themselves in a strictly non-partisan and neutral manner.

Tentative start date will be October 22, 2018.

To learn more about the LAS, our Vision, Mission and Values, and to find further information about how to apply for the position, and salary and benefits, please visit:

www.legassembly.sk.ca/about/employment

