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Job Title: Legal Intern

Department: Policy & Strategic Initiatives

Division: Administration

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The Franklin County Auditor's Office is looking for excited and eager interns to work in our Policy & Strategic Initiatives Division. This department works externally on government affairs, legislative, and stakeholder projects, and internally on significant projects that often cross multiple departments.

This position will be primarily and possibly exclusively work from home. You must be able to provide your own computer and internet access.

**Overall Responsibilities:**

*Responsibilities will include but are not limited to:*

- Basic legal research
- Legal, persuasive, and educational writing
- Legislative and ordinance review and possible drafting
- Non-legal policy research
- Participation in stakeholder outreach
- Coordination of events and meetings
- Other duties as assigned

**Behavior/Expectations:**

- Perform the required duties to the best of your ability
- Arrive on time and ready to work
- Behave in a professional and courteous manner
- Dress should be business casual and office appropriate
- Reflect the values of the Franklin County Auditor's Office
- Only open to law students

Please submit a resume, writing sample, and area of interest to [rehisey@franklincountyohio.gov](mailto:rehisey@franklincountyohio.gov) for consideration. If you have any questions, feel free to reach out to Rachel Hisey at the email address above or 614-525-7369.



**FRANKLIN COUNTY AUDITOR MICHAEL STINZIANO**

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