

# HOUSE STAFF POSITIONS

Staff in all positions are responsible for assisting legislators as well as for additional duties as assigned. For a comprehensive job description for each position, click on the position title link.

Position	Description	Number of Positions Available	Daily Pay Rate <sup>1</sup>
<b>Front Desk Staff</b> <a href="#">Chief Clerk of the House</a>	Supervises the day-to-day staff operations of the House of Representatives, directs the activities of the desk force, assists legislative leadership, reads bill and resolution titles and legislative communications aloud to the body, and operates the House voting system.	1	\$217
<a href="#">Assistant Chief Clerk</a>	Assists the Chief Clerk of the House; records actions on bills and resolutions; and sends and receives messages, bills, and resolutions.	1	\$193
<a href="#">Journal Reporter</a>	Creates and reviews entries in the journal and bill status systems, compiles and publishes the daily journal, and identifies journal corrections and revisions.	1	\$207
<a href="#">Calendar Clerk</a>	Creates and publishes the daily calendars and operates the calendar system during floor sessions.	1	\$193
<a href="#">Bill and Recording Clerk</a>	Assigns bill numbers, serves as the bill and resolution custodian, records actions on and tracks bills and resolutions, and operates the chamber camera systems during live floor sessions.	1	\$179
<b>Sergeants-at-Arms</b> <a href="#">Sergeant-at-Arms</a>	Supervises the Deputy and Assistant Sergeants-at-Arms, oversees the House floor, and serves as the executive officer of the House for the enforcement of its rules.	1	\$173
<a href="#">Deputy Sergeant-at-Arms</a>	Assists the Sergeant-at-Arms in maintaining order and enforcing rules of decorum for the House of Representatives and in distributing approved materials to representatives.	1	\$132
<a href="#">Assistant Sergeant-at-Arms</a>	Assists the Sergeant-at-Arms in maintaining order and enforcing rules of decorum for the House, distributes approved materials to representatives, and assists legislators with parking inquiries.	4	\$124 <sup>2</sup>
<b>Committee Clerks</b> <a href="#">Deputy Chief Clerk</a>	Oversees the daily duties of Committee Clerks and preparation of the House weekly master hearing schedule and assists the Employment Committee.	1	\$200
<a href="#">Quality Assurance Clerk</a>	Ensures committee meeting packets and video index entries are complete, accurate, and consistent.	1	\$188
<a href="#">Procedural Committee Clerk</a>	Assists the Committee Chairman, makes meeting preparations, drafts meeting minutes and compiles testimony, and creates Standing and Conference Committee reports.	5	\$181
<a href="#">Procedural Appropriations Committee Clerk</a>	Assists the Appropriations Committee Chairman, supervises the Procedural Assistant Appropriations Committee Clerks, makes meeting preparations, drafts meeting minutes and compiles testimony, and creates Standing and Conference Committee reports.	1	\$188
<a href="#">Procedural Assistant Appropriations Committee Clerk</a>	Assists the Procedural Appropriations Committee Clerk, makes meeting preparations, drafts meeting minutes and compiles testimony, and creates Standing and Conference Committee reports.	3	\$181
<a href="#">Technological Committee Clerk</a>	Assists the Committee Chairman, makes meeting preparations, records committee meeting proceedings, manages remote meetings, and indexes meeting video.	5	\$181

Position	Description	Number of Positions Available	Daily Pay Rate <sup>1</sup>
<a href="#">Technological Appropriations Committee Clerk</a>	Assists the Appropriations Committee Chairman, supervises the Technological Assistant Appropriations Committee Clerk, makes meeting preparations, records committee meeting proceedings, manages remote meetings, and indexes meeting video.	1	\$188
<a href="#">Technological Assistant Appropriations Committee Clerk</a>	Assists the Technological Appropriations Committee Clerk, makes meeting preparations, records committee meeting proceedings, manages remote meetings, and indexes meeting video.	3	\$181
<b>Legislative Assistants</b> <a href="#">Chief Legislative Assistant</a>	Supervises the Legislative Assistant - Desk Page and the Legislative Assistant - Pages.	1	\$146
<a href="#">Legislative Assistant - Desk Page</a>	Assists legislators and the front desk with errands, messages, and miscellaneous tasks.	1	\$124 <sup>2</sup>
<a href="#">Legislative Assistant - Page</a>	Assists legislators with errands, messages, and miscellaneous tasks, and provides resources for and answers inquiries from legislators and the public about legislative schedules, meeting locations, and other topics.	4	\$124 <sup>2</sup>

<sup>1</sup>The listed compensation amounts were approved for recommendation to the Legislative Management at the June 28, 2022, meeting of the Legislative Procedure and Arrangements Committee. Final compensation amounts will be approved by resolution during the 2023 legislative session.

<sup>2</sup>The recommended compensation for this position may be adjusted at the September 2022 meeting of the Legislative Procedure and Arrangements Committee.