

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 ¹
Front Desk Staff Chief Clerk of the House	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	\$239
Assistant Chief Clerk	Assists the Chief Clerk of the House; records actions on bills and resolutions; and sends and receives messages, bills, and resolutions.	1	\$213
Journal Reporter	Creates and reviews entries in the journal and bill status systems, compiles and publishes the daily journal, and identifies journal corrections and revisions.	1	\$228
Calendar Clerk	Creates and publishes the daily calendars and operates the calendar system during floor sessions.	1	\$213
Bill and Recording Clerk	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	\$207
Sergeants-at-Arms Sergeant-at-Arms	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	\$190
Deputy Sergeant-at-Arms	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.	1	\$160
Assistant Sergeant-at-Arms	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	\$149
Committee Clerks Deputy Chief Clerk	Oversees the daily duties of Committee Clerks and preparation of the House weekly master hearing schedule and assists the Employment Committee.	1	\$220
Quality Assurance Clerk	Ensures committee meeting packets and video index entries are complete, accurate, and consistent.	2	\$207
Procedural Committee Clerk	Assists the Committee Chairman, makes meeting preparations, drafts meeting minutes and compiles testimony, and creates Standing and Conference Committee reports.	5	\$200
Procedural Appropriations Committee Clerk	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	\$207
Procedural Assistant Appropriations Committee Clerk	Assists the Procedural Appropriations Committee Clerk, makes meeting preparations, drafts meeting minutes and compiles testimony, and creates Standing and Conference Committee reports.	3	\$200
Technological Committee Clerk	Assists the Committee Chairman, makes meeting preparations, records committee meeting proceedings, manages remote meetings, and indexes meeting video.	5	\$200

Position	Description	Number of Positions Available	Daily Pay Rate ¹
Technological Appropriations Committee Clerk	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	\$207
Technological Assistant Appropriations Committee Clerk	Assists the Technological Appropriations Committee Clerk, makes meeting preparations, records committee meeting proceedings, manages remote meetings, and indexes meeting video.	3	\$200
Legislative Assistants Chief Legislative Assistant	Supervises the Legislative Assistant - Desk Page and the Legislative Assistant - Pages.	1	\$161
Legislative Assistant - Desk Page	Assists legislators and the front desk with errands, messages, and miscellaneous tasks.	1	\$136
Legislative Assistant - Page	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	\$136
Parking Lot Attendant	Assists legislators with parking and loading vehicles as requested. Monitors the parking lot and reports vehicles parked without authorization to the Highway Patrol. Supplements the work of Facility Management in keeping parking lot open during inclement weather.	1	\$136

¹The listed compensation amounts were approved for recommendation to the Legislative Management by the Legislative Procedure and Arrangements Committee. Final compensation amounts will be approved by resolution during the 2025 legislative session.