STATE OF VERMONT
OFFICE OF THE SERGEANT AT ARMS

Seasonal Doorkeepers

The Office of the Sergeant at Arms seeks to hire Doorkeepers for the 2024 legislative session. This role is responsible for assessing and maintaining order while the Vermont General Assembly is in session.

This is a full-time, seasonal position, without health benefits, located in Montpelier, VT. This position may require late-night and early-morning coverage as needed when the legislature is in session. Minimum starting salary of $20.75/hour, with adjustments based on qualifications and experience. This role will start January 2, 2024, with an anticipated end date of mid to late May 2024. This position requires the successful completion of a pre-employment record check.

Education and Experience:
Required:
- Minimum of one year of college coursework or equivalent work experience
- 4+ years of related work experience

Preferred:
- Associate's or bachelor's degree or related working experience in the legislature
- 5+ years of teaching experience or certified law enforcement experience

Required Skills:
- Excellent interpersonal and customer service skills, including a willingness to interface with all legislators, staff, and members of the public
- Ability to remain nonpartisan in a political environment
- Adept at working effectively both independently and as a team member in an environment that is fast paced and demanding
- Ability to maintain a flexible schedule including working extended hours
- Ability to multi-task in a busy environment
- Must be able to remain in a standing position up to 60% of the time
- Able to ambulate stairs in an emergency situation

To apply, please submit a resume and a cover letter by e-mail to: HRApplications@leg.state.vt.us. Please put your name and "doorkeeper" in the subject field of the e-mail.

The Vermont General Assembly is an equal opportunity employer and applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, sexual orientation, gender identity, disability, veteran status, or other protected category.