



**NASSAU COUNTY LEGISLATURE**  
THEODORE ROOSEVELT EXECUTIVE AND LEGISLATIVE OFFICE BUILDING  
1550 FRANKLIN AVENUE, MINEOLA, NEW YORK 11501

**\*Nassau County Legislature - Community Relations Internship\***

**Position:** Community Relations Internship, Nassau County Legislature, Office of Legislator Joshua A. Lafazan.

**Job Type:** Hybrid, 2-3 Days a Week According to Candidate Availability and Preference.

**Location:** Theodore Roosevelt Executive and Legislative Building  
1550 Franklin Avenue, Mineola, NY 11501

\*Remote work available

**Overview:** The Office of Legislator Joshua A. Lafazan is searching for dedicated, creative and driven individuals to ensure consistent programming of community events for the 72,000 residents we serve. We are looking for self-motivated and ambitious interns who hope to gain experience within the communications field. Knowledge of politics is not a prerequisite; we are looking for candidates who are open to learning new skills and will lend their efforts towards making the 18th District a better place.

**Responsibilities:** Interns will be directly assisting the Community Relations Officer in organizing and promoting all community events, as well as attending many events as representatives of Legislator Lafazan. Interns will have the opportunity to create marketing and promotional plans and material for community events. Interns will act as a liaison between the Office of the Legislator and the community in order to coordinate meetings and appearances



**NASSAU COUNTY LEGISLATURE**  
THEODORE ROOSEVELT EXECUTIVE AND LEGISLATIVE OFFICE BUILDING  
1550 FRANKLIN AVENUE, MINEOLA, NEW YORK 11501

accordingly. Interns will be trained on day-to-day operations of our Community Relations team. Any knowledge of graphic design is greatly appreciated.

**Requirements:** Open to daily communication with local organizations and constituents, familiarity with Google applications, and a passion to learn and grow within this role!

**To be considered for an internship please include:**

- Resume
- Cover Letter
- Days/Hours Available

**Please email resume, cover letter and availability to Rena Thomas, Community Relations Officer at [RThomas@NassauCountyNY.Gov](mailto:RThomas@NassauCountyNY.Gov)**

For more information please contact Rena Thomas, Community Relations Officer, [RThomas@NassauCountyNY.Gov](mailto:RThomas@NassauCountyNY.Gov) or (516) 880-4029.