



## CALIFORNIA STATE ASSEMBLY JOB LISTINGS

**Office:** Business and Professions Committee

**Classification:** Associate Consultant

**Posted:** May 13, 2021

The Business and Professions Committee is accepting applications for an Associate Consultant. Responsibilities include writing policy analysis, organizing and conducting informational and oversight hearings, monitoring legislation, negotiating bill language, and providing timely, detailed, and accurate information to the Committee Chair and other members of the Assembly. The Consultant may also staff legislation and otherwise support the Committee Chair.

The Consultant will primarily be responsible for handling issues relating to occupational licensing and non-healing arts boards under the Department of Consumer Affairs. Anticipated bill assignments and portfolio topics include but are not limited to licensed contractors, automotive repair establishments, private security and investigators, and real estate professionals. The Consultant would serve as a subject matter expert in these areas of committee jurisdiction.

A successful candidate will possess strong writing and research skills, communicate clearly and accurately orally and in writing, have good interpersonal skills, work well with others, and demonstrate their ability to work collaboratively with their colleagues. The work environment requires strong policy and legislative process expertise, as well as the ability to balance multiple high priority tasks and to work at a fast pace under strict deadlines, including work outside normal business hours.

**Contact:** Interested candidates need only submit a cover letter and resume to [Robert.Sumner@asm.ca.gov](mailto:Robert.Sumner@asm.ca.gov).