



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Assemblymember Weber
Classification: Legislative Assistant
Posted: October 6, 2022

Position Location: State Capitol, Sacramento, CA. Competitive salary and benefits. This position is in-person and requires some travel and periods of extended working hours when legislative functions dictate.

Responsibilities include, but are not limited to, staffing multiple bills, researching and analyzing policy issues and proposals, developing briefing materials for the Member, generating support for legislation, advising the Member on pending legislation, preparing committee and floor analyses, and drafting talking points. The ideal candidate should possess excellent written and verbal communication skills to develop and coordinate relationships with policy committee staff, legislative staff, policy advocates and other stakeholders. Must be a self-starter with strong interpersonal skills who can work effectively in a team-oriented, fast-paced, and deadline driven environment.

Contact: Please send résumé and cover letter to Chevelle.Newell-Tate@asm.ca.gov with the subject line "[Your Name] – Legislative Assistant Position."