



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Assemblymember Al Muratsuchi

Classification: Legislative Director

Posted: March 14, 2022

The Office of Assemblymember Al Muratsuchi is seeking to fill a full-time job opening for a Legislative Director based in his Sacramento Capitol Office.

The Legislative Director is primarily charged with overseeing the Member's legislative priorities. Duties include analyzing bills, preparing committee and floor materials, tracking the office's bill/projects, researching various topics, and providing talking points. Candidates must have a minimum of 4-6 years of experience in the Legislature staffing legislation and committees, have the ability to write clearly and concisely, handle multiple projects simultaneously, meet deadlines, and manage legislative staff. Strong undertaking of policy and the legislative process is required.

Successful candidates will possess strong communication skills, the ability to multitask, have attention to detail, ability to prioritize in a fast-paced environment, work cooperatively and courteously with others and have the temperament to communicate with a variety of personalities in a tactful, pleasant, and professional manner.

Contact: Interested applicants should e-mail a resume with references, cover letter, and two writing samples to Bryan.Singh@asm.ca.gov. Please write Legislative Director in the subject line. Phone calls or walk-ins will not be accepted.