



## CALIFORNIA STATE ASSEMBLY JOB LISTINGS

**Office:** Assemblymember Greg Wallis

**Classification:** Field Representative

**Posted:** August 4, 2026

Assemblymember Wallis is seeking a Full-Time Field Representative to serve in the Rancho Mirage District office. Under the direction of the Member and District Director, the Field Representative acts within the district as an official representative and liaison of the Member.

Key responsibilities include but are not limited to:

- Act as the Member's representative by responding to a variety of constituent inquiries and problems, including professional, interpersonal communications, and responses to telephone calls and mail.
- Attend local government, community, and private interest group meetings; producing reports describing key issues discussed.
- Make presentations at events on behalf of the Member.
- Serve as a liaison between the district and the Member by maintaining an awareness of, and involvement in, district affairs and issues, and reports to the Member as appropriate.
- Support public engagement by photographing official events and assisting with visual content for social media and outreach materials.
- Coordinate office procedures, routine correspondence, telephone inquiries, events, and special projects.
- Collaborate with the Capitol staff on district-related legislation and policy matters based on constituent input.
- Do other related work as assigned.

In addition, the Field Representative will comply with Assembly policies and rules as outlined in the Personnel Policy Manual. Must also be able to work extended hours, including some nights and weekends as required.

The Assembly salary range for this position is \$5,417 - \$8,159 monthly. It is anticipated that the position will be filled at the start of the range.

**Contact:** Please send resumes and cover letters to Cynthia Bryant, Chief of Staff at [Cynthia.Bryant@asm.ca.gov](mailto:Cynthia.Bryant@asm.ca.gov).