



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Assemblymember Bauer-Kahan

Classification: Field Representative

Posted: February 6, 2024

Assemblymember Bauer-Kahan is seeking a Field Representative for her District Office. Under the direct supervision of the District Director, the primary responsibilities will include serving as a liaison between the district and the Member by maintaining an awareness of and involvement in district affairs and issues. Engaging in constituent outreach, and drafting talking points. Candidates will be expected to establish positive and productive relationships with local organizations, elected officials, key community stakeholders, policymakers, and the general public. Acts as primary Casework Manager, overseeing and implementing constituent response system. The ideal candidate should have excellent written and verbal communications skills with an interest in community engagement/outreach. Ideal candidates would also have the capacity to handle a concurrent field and casework roles and responsibilities. Excellent reading, writing and communication skills are required, as well as the ability to manage multiple concurrent projects. The salary range for this position is \$47,184 - \$120,132 per year. The final salary will be commensurate with experience and education, and the successful candidate's salary for this position is anticipated to be \$47,184 - \$75,000. Significant experience is required to reach the higher end of the salary range.

Contact: To apply, please email a cover letter, resume, and writing sample to Michelle Henry michelle.henry@asm.ca.gov.