



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Assemblymember Addis

Classification: Legislative Assistant

Posted: November 7, 2025

Assemblymember Dawn Addis is accepting applications for a Legislative Assistant to join her Capitol office. Candidates should have at least one year of legislative experience and must be team players with strong interpersonal and communication skills. This position is well-suited for individuals who are independently proactive, thoughtful and committed to producing high-quality work in a collaborative environment.

Duties: Under the direction of the Chief of Staff, the Legislative Assistant will support a diligent and fast-paced office that values a strong work ethic, attention to detail, and intellectual curiosity. Responsibilities include staffing legislation and the Member in committee; supporting select committees, caucuses, and policy areas; drafting talking points, speeches, and press releases; answering phones; responding to constituent correspondence; and meeting with stakeholders on a wide range of issues. The monthly salary range for this position is \$5,417 - \$7,845, with the exact compensation commensurate with experience.

Contact: Please submit a cover letter and resume to Chief of Staff, Julie Cravotto, at Julianne.Cravotto@asm.ca.gov.