



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Assemblymember Juan Carrillo

Classification: Legislative Director

Posted: 8/20/26

Assemblymember Juan Carrillo is seeking to fill a full-time job opening for a Legislative Director based in the Capitol Office. The Legislative Director's primary responsibilities will be the development and movement of the Assemblymember's legislative agenda in collaboration with the Chief of Staff. Key duties will include, but are not limited to, researching and developing legislative proposals, providing guidance and direction to other staff, seeking out and communicating with key stakeholders, analyzing bills, providing policy recommendations, monitoring committee hearings and floor proceedings, drafting talking points, and preparing the Assemblymember for meetings, briefings and committee and Assembly floor activity.

Qualified candidates will be proactive self-starters who are highly organized, detail-oriented, creative, possess strong writing and analytical skills, employ good judgment, work well on deadline and under pressure, and able to successfully manage multiple and competing tasks and projects.

Minimum Qualifications: Four years of relevant legislative experience or at least one year of superior performance as a Senior Legislative Assistant in the Assembly or Senate. Excellent oral and written communication skills, and a strong background in policy and legislative process required.

Candidates must have the ability to perform high administrative and policy-influencing functions and effectively work well in a fast-paced, team-oriented environment. The Legislative Director will also be expected to stay up-to-date on current events, especially those that involve the State of California and Assembly District 39.

The salary range for this classification is \$7,334 – \$10,359 per month. Significant experience is required to move into the upper end of the range. It is anticipated that the successful candidate will be hired between \$7,334 and \$9,168 per month. Final compensation is commensurate with experience.

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Contact: Current Assembly staff of non-returning offices are encouraged to apply. Please submit a cover letter, resume, a writing sample, and 2-3 references to Michelle.Teran@asm.ca.gov and in the subject line, please write Legislative Director. Resumes will be accepted until position is filled.