



## CALIFORNIA STATE ASSEMBLY JOB LISTINGS

**Office:** Assemblymember Ortega

**Classification:** Student Intern (Paid), \$20per hour

**Posted:** April 29, 2024

**Office Location:** 22320 Foothill Boulevard, Suite 540 Hayward, CA

Assemblymember Liz Ortega is seeking a Summer Student Intern to work in the 20<sup>th</sup> Assembly District Office. Under the direction of the District Director and staff, the Student Intern will have an opportunity to learn the legislative process which includes exposure to casework, constituent letters, certificates of recognition, and district office events.

The Student Intern should have knowledge of district and state issues, and familiarity with the East Bay and issues facing the region. The ideal candidate would be interested in learning about the state legislative process, bill development, and how state government interacts with other governmental entities.

Candidates must possess outstanding written and oral communication skills and attention to detail. The ideal candidate for this position will have a passion for helping others and making a positive difference in the community. The ideal candidate will be able to work efficiently and effectively under pressure and thrive in a fast-paced environment.

This position is 100% in-person in her District Office or at events within the 20th Assembly District. Candidates must be at least 18 years old. Our office is willing to work with your school schedule as long as it is communicated and approved in advance.

**Contact:** Please submit cover letter and resume for consideration to Karishma Khatri, District Director at [Karishma.Khatri@asm.ca.gov](mailto:Karishma.Khatri@asm.ca.gov) by May 21, 2024.