



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Assemblymember Jesse Gabriel
Classification: Senior Field Representative
Posted: September 30, 2024

Assemblymember Jesse Gabriel is seeking a Senior Field Representative to work in the San Fernando Valley District Office. Under the direct supervision of the District Director, the Senior Field Representative will act as a liaison between the Assemblymember and constituents, district organizations, local governments and state agencies. This includes monitoring any pertinent district or local issues and keeping the Assemblymember, Chief of Staff, and District Director informed. Key responsibilities include but are not limited to responding to a variety of constituent casework, event planning, staffing the Assemblymember at community events, making presentations at events, and cultivating and maintaining professional relationships with the community, local elected officials, businesses, and community organizations.

Qualified candidates must have a minimum of 2 years relevant experience; however, preferably the candidate will have 4 years of experience with a government office and substantial experience with constituent services. The ideal candidate should have strong interpersonal communication skills, be self-starters with the ability to work independently and cooperatively, meet deadlines and thrive in a fast-paced team environment. The Assembly salary range for this position is \$5,552 - \$10,042 monthly and based on experience. Current Assembly employees of non-returning offices are encouraged to apply. It is anticipated that the position will be filled at the start of the range, or by transfer of an existing Assembly employee.

Contact: Please submit resume and cover letter with the subject line: "Senior Field Representative" to Catherine.Coddington@asm.ca.gov.