CALIFORNIA STATE ASSEMBLY
JOB LISTINGS

Office: Assemblymember Wicks
Classification: Legislative Assistant
Posted: August 11, 2022

Assemblymember Buffy Wicks is seeking a Legislative Aide in her Capitol Office. Responsibilities include, but are not limited to, staffing multiple bills, researching and analyzing policy issues and proposals, developing briefing materials, generating support for legislation, advising the Member on pending legislation, preparing committee and floor analyses, and drafting talking points. The ideal candidate will possess excellent analytical skills, strong written and verbal communication skills, an understanding of the legislative process, and 1-2 years of related work experience. Must be a self-starter with strong interpersonal skills who can work effectively in a team-oriented, fast-paced, and deadline driven environment. Prior legislative experience is strongly preferred.

Contact: To apply, please send a cover letter and resume to Shannon.McKinley@asm.ca.gov.