



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Assemblymember Bauer-Kahan
Classification: Legislative Assistant
Posted: January 14, 2025

Assemblymember Rebecca Bauer-Kahan is accepting applications for a Legislative Assistant to join her Capitol office. Candidates should have at least 2-4 year of legislative experience and must be team players with strong interpersonal skills, with the desire to work in a kind and supportive atmosphere. Excellent research, analytical, verbal and written communication skills are required. Ability to think outside of the box, along with grasping legislative procedure is essential.

Duties: Under the direction of the Chief of Staff and Legislative Director, the Legislative Assistant will perform a variety of duties including: drafting legislation, staffing of bills, staffing the member on committees and on the Floor, staffing select committees and caucuses, staffing legislative issue areas, creating talking points, speeches, press releases and social media posts; answering phones, responding to constituent mail, and meeting with stakeholders on a variety of topics. Experience and passion in Privacy and Consumer Protection is a plus. 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, resume, and writing example to Sonja Oehler at Sonja.Oehler@asm.ca.gov.