

**CALIFORNIA STATE SENATE
JOB ANNOUNCEMENT
ASSISTANT CONSULTANT
SENATE DEMOCRATIC CAUCUS
(SACRAMENTO, CA)**

The Senate Democratic Caucus, a communications and outreach team for the Democrats in the CA State Senate seeks a hard-working, driven and highly motivated employee for the position of Assistant Consultant.

BASIC FUNCTIONS:

The Assistant Consultant will act as a digital media editor and will be responsible for working with the Caucus team and Senate staff on social media projects requiring video editing and graphics generation. You must be able to present stories in video form with clarity and ease under tight deadlines, all while maintaining the highest levels of quality. **This position could require occasional overnight travel for field projects.**

DUTIES:

The Assistant Consultant will work with the media and communications teams to create video content for all digital platforms on behalf of the Senate Democratic Caucus and its members. The digital media editor will be expected to follow the current news cycle and be up-to-date on what news is trending on social media. The incumbent will be expected to stay informed on latest trends in video production and how to best implement those trends. The digital media editor will also be asked to help with field and studio video production as assigned, including livestreaming of events.

QUALIFICATIONS AND EDUCATION:

Ideal candidates will have extensive experience with Adobe Premiere and motion graphics experience with Adobe After Effects and/or similar software. Candidates should have field and in studio video production experience. Candidates must be organized and highly attentive to detail. They should possess strong editorial judgement with a solid understanding of the online news cycle and a proven ability to tell stories to social media audiences. Additionally, this position requires a firm understanding of how to run social media accounts. Candidates must be able to work under tight deadlines and juggle competing requirements without compromising quality or storytelling. The ideal candidate should be an experienced team player.

Bachelor's degree preferred.

If you are offered this position and are vaccinated, you will be required to submit a copy of your COVID vaccination card with your new hire paperwork.

LOCATION, SALARY AND FILING DATE:

This position is located in Sacramento, CA.

Salary starts at \$4,762 per month.

Final salary will be commensurate with experience and education.

Applications will be accepted until the position is filled.

This position could require occasional overnight travel for field projects.

BENEFITS:

The Senate offers a competitive benefit package, which includes:

- Health
- Dental
- Vision
- California Public Employees Retirement System (CalPERS)
- 401(k) and 457 plans
- Flexible spending accounts

SUBMIT COVER LETTER, RESUME, SENATE EMPLOYMENT APPLICATION, REFERENCES AND VIDEO SAMPLES TO:

McClina Woods, Caucus Director

Senate Democratic Caucus

McclinaWoods@sen.ca.gov

The Senate application form is available through the Senate job webpage:

www.senate.ca.gov/senatejobs

The California State Senate values diversity at all levels of the organization and is committed to fostering an environment in which employees from a variety of backgrounds, cultures, and personal experiences are welcomed and can thrive. The Senate believes the diversity of our employees and their unique ideas inspire innovative solutions to strengthen our ability to support the legislature. Join the California State Senate and help us support California communities.

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