

**CALIFORNIA STATE SENATE
JOB ANNOUNCEMENT
CONSULTANT
REPUBLICAN CAUCUS COMMUNICATIONS
(SACRAMENTO, CA)**

Are you looking for an exciting and fast-paced career that is actively working on critical legislation to improve California, address issues in our communities and to meet the needs of all Californians? Consider the California State Senate and be part of an organization that serves to strengthen the State through dedicated service to all. We are looking for enthusiastic and motivated individuals to join our team. If you are interested in a challenging opportunity in a high-energy, team-oriented environment, you are encouraged to apply.

BASIC FUNCTIONS:

Under the direct supervision of the Senate Republican Caucus Communications Director, the Consultant will work with the Caucus Office of Communications to provide digital support to members of the Senate Republican Caucus. The Consultant will serve located in Sacramento, California.

DUTIES:

The Consultant is responsible for providing digital communications support to members of the California State Senate Republican Caucus. Workload includes a variety of communication related projects such as planning and implementing digital media strategies and social media calendars, managing social media pages, written communications, and develop public relations strategies for legislative efforts. Must be able to work in a fast-paced, professional, environment.

POSITION QUALIFICATIONS:

Strong oral and written communication skills in addition to proficiency in Microsoft Office and various social media platforms are required. Proficiency in Adobe Creative Suite is a plus. The ideal candidate should be self-motivated to work as part of a team, be creative, and able to work extended hours when necessary. Bilingual speakers encouraged to apply.

Minimum of 5-7 years of work experience in government, public affairs, or similar field required.

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.

EDUCATION:

Bachelor's degree preferred with area of study in Communications, Graphic Design, Political Science, or a similar field.

LOCATION, PAY RANGE & FILING DATE:

This position is located in Sacramento, CA.

Salary starts at \$6,206 per month.

Applications will be accepted until position is filled.

SUBMIT RESUME AND SENATE EMPLOYMENT APPLICATION TO:

Maxie Holmberg-Douglas

Communications Director

California Senate Republican Caucus

Maxie.Holmberg-Douglas@sen.ca.gov