

**CALIFORNIA STATE SENATE  
JOB ANNOUNCEMENT  
CONSULTANT  
JOINT EMERGENCY MANAGEMENT COMMITTEE  
OFFICE OF SENATOR HENRY STERN**

**BASIC FUNCTIONS**

Under the direction of the Senator and the Chief of Staff, the Consultant to the Joint Emergency Management Committee will have the opportunity to prepare hearings and background documents, staff significant pieces of legislation, and collaborate on a wide variety of policy projects in Sacramento.

**DUTIES**

The Consultant will be responsible for creating, staffing, and managing oversight hearings that the Joint Emergency Management Committee intends to hold in 2021.

He or she will develop ideas for hearings, contact witnesses to testify, author background papers, develop ideas for legislation that may come out of a hearing, staff related bills the Senator may author and much more.

**DESIRABLE SKILLS AND KNOWLEDGE**

Excellent research, oral and written communications skills are required, along with the ability to shape and package a legislative hearing, manage multiple projects, work well under deadlines, and embrace a team-oriented philosophy and environment.

The ideal candidate will be able to analyze complex policy issues and “think outside the box” to solve problems and propose solutions, while at the same time he or she must be able to explain those complex issues in terms the public and others can easily identify with and understand.

Experience in and around the Capitol environment is strongly desired, but not required.

**QUALIFICATIONS / EDUCATION**

A Bachelor’s Degree and legislative experience are preferred.

**PAY RANGE & FINAL FILING DEADLINE**

Starting salary is \$5920 per month plus benefits. Applications will be accepted until position is filled.

**PLEASE SUBMIT COVER LETTER, RESUME, WRITING SAMPLES, AND SENATE  
EMPLOYMENT APPLICATION TO:**

Evan Goldberg  
Office of Senator Henry Stern  
[evan.goldberg@sen.ca.gov](mailto:evan.goldberg@sen.ca.gov)

The Senate Employment Application can be found at:

[https://www.senate.ca.gov/sites/senate.ca.gov/files/3089\\_application\\_employment\\_senate\\_extended\\_0718.pdf](https://www.senate.ca.gov/sites/senate.ca.gov/files/3089_application_employment_senate_extended_0718.pdf)