

**CALIFORNIA STATE SENATE  
JOB ANNOUNCEMENT  
DISTRICT LEGISLATIVE INTERN  
OFFICE OF SENATOR HUESO  
(REMOTE POSITION)**

Are you looking for an exciting and fast-paced paid internship opportunity to learn in an environment with staff who are 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. Internship will be through the end of the year with the possibility of renewal.

**BASIC FUNCTIONS:**

Under the direct supervision District Director and Executive Assistant, the District Intern will have the primary responsibility for general office duties to include monitoring and responding to the public inbox for the Member. Applicants must be organized, detailed, and be able to work well with others.

**DUTIES:**

Under the direct supervision of the District Director and the Executive Assistant, the ideal candidate will be able to work in a fast-paced, professional environment in addition to performing constituent services and casework as needed.

**DESIRABLE SKILLS AND KNOWLEDGE:**

Strong oral and written communication skills are essential in addition to proficiency with Microsoft Office and PC's. A familiarity with legislative culture and process is preferred.

**LOCATION, SALARY AND FILING DATE:**

This position will be working remotely.

Salary is \$15 per hour.

No benefits provided with this classification.

Applications will be accepted until position is filled.

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

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

Aaron Brieno, Chief of Staff  
Office of Senator Ben Hueso  
[Aaron.Brieno@sen.ca.gov](mailto:Aaron.Brieno@sen.ca.gov)

The Senate application form is available through the Senate job webpage:  
[www.senate.ca.gov/senatejobs](http://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.*

Date Posted 07/06/2022

