

**CALIFORNIA STATE SENATE
JOB ANNOUNCEMENT
STAFF DIRECTOR
BANKING & FINANCIAL INSTITUTIONS COMMITTEE**

BASIC FUNCTIONS:

The Staff Director is responsible for the functioning of the Committee, including supervising Committee staff, as well as providing guidance, leadership and counsel to the Chair and members of the Committee and other members of the Senate. Applicants must have significant experience in California's legislative process, and broad legal knowledge of areas within the Committee's jurisdiction.

The successful applicant must be able to work under tight deadlines, have flexibility to work nights and weekends as needed, and have the ability to succeed in a fast paced and high pressure work environment.

DUTIES & ATTRIBUTES:

The incumbent must have broad knowledge of areas within the Committee's jurisdiction, including significant experience with identifying and resolving issues. In addition, must have working knowledge of California's legislative system and budget process. The Incumbent must have the ability to build and foster relationships with elected officials and their staff, as well as other entities, including the Executive Branch and advocate organizations. Must be able to provide clear guidance and leadership with respect to complex issues and has excellent negotiation skills and an ability to succeed in a fast-paced and high pressure work environment. Finally, the incumbent should possess prior management experience demonstrating the ability to create a cohesive team or an ability to demonstrate / understand appropriate managerial skills and must be flexible to work nights and weekends as needed to fulfill the job requirements.

EDUCATION:

Bachelor's Degree required.

MINIMUM POSITION QUALIFICATIONS:

Significant legislative experience, at least 6 years preferable. Extensive knowledge of California's Banking and Financial Institutions Law.

PAY RANGE & FILING DATE:

Salary starts at \$7,724 per month. Applications will be accepted until the position is filled.

SUBMIT COVER LETTER, RESUME, & SENATE APPLICATION TO:

Senate Human Resources
1020 N Street, LOB Room 571
Sacramento, CA 95814