



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Assemblymember Gipson
Classification: Field Representative
Posted: January 20, 2021

Assemblymember Mike Gipson is seeking a Field Representative for his district office. An ideal candidate will have extensive experience and community ties in the Watts neighborhood and in and around the 64th Assembly District. Candidates should be self-starters who can work effectively in a team. Under the supervision of the District Director, the Field Representative serves as a liaison between the Assemblymember and his constituents, district organizations, local governments, and state agencies. Key responsibilities include responding to constituent inquiries, representing the Assemblymember at community meetings, maintaining an awareness of district affairs and issues, developing relationships with key stakeholders, and coordinating community events. Additional responsibilities include event planning, constituent casework, staffing or representing the Assemblymember at events, and conducting research on policy issues relevant to the district. Knowledge of the district and its issues is preferred. Candidates must have strong verbal and written communication skills and an ability to manage multiple tasks and competing deadlines simultaneously. A valid driver's license and access to an automobile are also required. Some extended hours and weekends will be required, as legislative functions dictate.

Preferred Education and Experience:

- Experience as an organizer and community organizer in the Watts neighborhood and in and around the 64th Assembly District.
- Education/Training and experience in organizing, event planning, major event planning (town halls, etc.), customer service, constituent services and casework, and as a field representative.
- Verified relationships with members of the Watts neighborhood and in and around the 64th Assembly District.

Contact: Qualified candidates should email a cover letter and resume to angelo.williams@asm.ca.gov indicating "Field Representative" in the subject line.