

CALIFORNIA STATE SENATE JOB ANNOUNCEMENT

APPROPRIATIONS COMMITTEE CONSULTANT

Position Description: Under the supervision of the Staff Director, the Committee Consultant is responsible for preparing written fiscal analysis and tracking legislation in a diverse portfolio of policy areas, providing timely and accurate information to the Chair, Senate leadership, and members of the Committee, and effectively coordinating and communicating with legislative staff, representatives of state government agencies and departments, advocates, and other interested parties.

Position qualifications: Candidates should have experience and knowledge of the legislative and committee process, fiscal and policy analysis, and/or specific programmatic expertise. Background and familiarity with programs within the jurisdictions of the Senate Banking and Financial Institutions, Governmental Organization, Human Services, Insurance, and/or Veterans Affairs Committees is desirable.

Skills and duties:

- Ability to independently manage a substantial workload under unreasonable deadlines.
- Analyze complex legislative proposals and succinctly communicate the fiscal implications, both orally and in writing.
- Demonstrate initiative and creativity in developing amendments to reduce costs and clarify the intent of legislative proposals.
- Develop strong programmatic expertise in relevant policy areas.
- Exhibit maturity, quick and good judgment, fairness, and professionalism.

Education: Bachelor's degree required. Graduate degree or direct experience in a relevant discipline is a plus.

Pay range and filing date: Salary dependent upon qualifications and experience. Please submit application materials by December 14, 2015.

Submit cover letter, resume, and writing sample to:

Mark McKenzie
Senate Appropriations Committee
State Capitol, Room 2206
Sacramento, CA 95814
mark.mckenzie@sen.ca.gov