

**CALIFORNIA STATE SENATE
JOB ANNOUNCEMENT
CONSULTANT
ENVIRONMENTAL QUALITY COMMITTEE**

BASIC RESPONSIBILITIES: Under the supervision and direction of the Chief Consultant, the Consultant is responsible for preparing written policy analyses 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. Consultants must establish and constantly expand expertise in a policy area sufficient to provide responsive, accurate, and expert advice and information to members of the Senate, legislative staff, journalists, lobbyists, and members of the public.

DUTIES AND ATTRIBUTES: The Consultant will draft Committee and Floor analyses, draft amendments, negotiate legislation, present policy rationale to the Chair, organize oversight and informational hearings, staff legislation, and prepare speaking points for the Chair. Consultants may represent the Committee Chair with regard to legislation before the Committee, or directly staff legislation, at the direction of the Chair. In the Environmental Quality Committee, consultants edit analyses, prepare and edit publications, and manage informational and oversight hearings.

POSITION QUALIFICATIONS: Candidates must have a background and familiarity with the California Environmental Quality Act and the other subjects within the purview of the Senate Environmental Quality Committee. Candidates must have at least 5 years of the legislative/committee experience. Candidates must also have the ability to independently manage a substantial workload under strict deadlines (requiring working nights and weekends as necessary); analyze complex legislative proposals and succinctly communicate the policy implications, both orally and in writing; demonstrate initiative and creativity in developing amendments to improve policy and clarify the intent of legislative proposals; develop strong programmatic expertise in relevant policy areas; exhibit maturity, quick and positive judgment, fairness, and professionalism.

EDUCATION:

Baccalaureate degree required. Law degree preferred.

SALARY AND FILING DEADLINE:

Salary starts at \$5628 a month plus benefits. Applications received until position is filled.

**SUBMIT SENATE APPLICATION, RESUME, COVER LETTER and OWN
ANALYSIS of SB 1451 (Hill and Roth, 2014) TO: rachelwagner@sen.ca.gov**