

**CALIFORNIA STATE SENATE
JOB ANNOUNCEMENT
EXECUTIVE STAFF DIRECTOR – GOVERNMENTAL ORGANIZATION
COMMITTEE**

BASIC FUNCTIONS: The Executive 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. 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:

- Broad knowledge of areas within the Committee's jurisdiction, including significant experience with identifying and resolving issues.
- Working knowledge of California's legislative system and budget process.
- Ability to build and foster relationships with elected officials and their staff, as well as other entities.
- Provide clear guidance and leadership with respect to complex issues.
- Excellent negotiation skills and an ability to succeed in a fast-paced and high pressure work environment.
- Prior management experience demonstrating the ability to create a cohesive team or an ability to demonstrate / understand appropriate managerial skills.
- Flexibility to work nights and weekends as needed to fulfill the job requirements.

EDUCATION:

- Bachelor's Degree required.

MINIMUM POSITION QUALIFICATIONS:

- Significant legislative experience.
- Extensive knowledge of California's Horse Racing Law, Lottery Act, Alcoholic Beverage Control Act, Gambling Control Act, Tribal Compacts, and the Indian Gaming Regulatory Act.

PAY RANGE & FILING DATE:

Salary starts at \$9,712 per month. Applications will be accepted until the position is filled.

SUBMIT COVER LETTER, RESUME, & SENATE APPLICATION TO:

Art Terzakis, Executive Staff Director
Senate G.O. Committee, LOB Room 584
1020 N Street, Sacramento, CA 95814