

*Job Announcement*  
**Council District 14- FIELD DEPUTY**

**POSITION:** Office of Los Angeles City Councilmember José Huizar is seeking a highly motivated individual interested in working as a field representative serving Council District 14 including the areas of Downtown Los Angeles, Boyle Heights, El Sereno and Northeast areas of Los Angeles.

**DESCRIPTION:** The ideal candidate will possess a passion for serving the community and its residents along with excellent communications and community relations skills, demonstrated problem solving skills as well as the ability to work as a part of a team in a fast paced environment. This position will report directly to the District Director and will be responsible for maintaining an awareness of and involvement in issues of particular concern to residents in Council District 14 (CD 14).

**DUTIES:**

1. Attending meetings of local government and community groups including evening and some weekend events.
2. Speaking on behalf of the Councilmember
3. Tracking CD 14 priorities as identified by the Councilmember.
4. Crafting strategies and recommendations for prioritization of projects, issues and programs that benefit the Council District 14 community.
5. Organizing, identifying, planning and coordinating community events for the Councilmember.
6. Advancing events on-site and writing event memoranda, talking points and other relevant background information for the Councilmember.

**REQUIREMENTS:**

- BA/BS in related area such as political science or history preferred.
- Excellent written and oral communications skills with fluency in Spanish a plus.
- Knowledge of and ability to use Internet and Microsoft word processing and presentation applications.
- Ability to maintain a team environment and have strong problem-solving skills.
- Background in government preferably in the CD-14 area.

**SALARY:** We offer competitive compensation and an excellent benefits package commensurate to experience. Diversity is highly valued.

**Please email cover letter and resume to by June 15, 2018**

Zenay Loera  
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Office of Councilmember José Huizar  
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