

DISTRICT OFFICE:
12222 MERIT DRIVE
SUITE 1010
DALLAS, TEXAS 75251
OFFICE: 972.701.0349
FAX: 972.661.1512



CAPITOL OFFICE:
ROOM E1.810
P.O. Box 12068
AUSTIN, TEXAS 78711-2068
OFFICE: 512.463.0116
FAX: 512.463.3135

NATHAN JOHNSON
STATE SENATOR • DISTRICT 16

POSTING: Deputy Legislative Director

LOCATION: Austin, TX

SUMMARY:

Full-time position. You will be responsible for developing substance, strategy, and expertise in support of Senator Johnson's legislative agenda and service in the Senate. This will include research, preparing briefing documents, tracking legislative activities, providing information and advice, working with advocates, lobbyists, and public official, and responding to constituent inquiries and concerns.

You will be free – and expected – to exercise initiative and independent judgment while serving as an essential member of our policy team.

SOME ESSENTIAL JOB FUNCTIONS:

- Serve as lead policy analyst on specific legislative issues;
- Participate in development of overall legislative agenda;
- Brief Senator Johnson, Chief of Staff, and Legislative Director on issues;
- Track/analyze legislation and committee action related to assigned issue areas;
- Cultivate relationships and meet with local elected officials, community leaders and interest groups;
- Prepare the Senator for committee hearings and floor debates;
- Assist with Senate Intent Calendar by analyzing legislation and making vote recommendations;
- Research and consult stakeholders on interim charges;
- Conduct long-term research projects during the interim;
- Recruit, hire, and train interns.

QUALIFICATIONS:

- Previous policy experience in the office of a Texas Legislator;
- Excellent oral and written communication skills;
- Ability to perform well with minimal supervision;
- Possess intellectual curiosity and an interest in learning complex policy issues;
- Knowledge of local, state, and federal agencies and departments;
- Ability to work well under pressure to meet deadlines;
- Ability to maintain good working relationships with Senator Johnson, staff, and constituents;
- Ability to work extended hours, especially during legislative sessions;
- Ability to travel to the Dallas office occasionally as needed.

SALARY:

Salary commensurate with experience and skills. Please include a salary expectation with your application. State employee benefits are available.

TO APPLY:

Send an email with a resume, references, salary requirements, and writing sample to Lani.Lappinga@senate.texas.gov. Qualified candidates will be contacted for an interview.

The Texas State Senate is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. In compliance with the Americans with Disabilities Act, if you require reasonable accommodations during the application process, please call (512) 463-0400.