

Committee on Appropriations

Subcommittee on Homeland Security

Subcommittee on Labor, Health and Human  
Services and Education

Subcommittee on Transportation, and  
Housing and Urban Development

Democratic Senior Whip

Congressional Hispanic Caucus



WASHINGTON, D.C. OFFICE  
2330 Rayburn House Office Building  
Washington, DC 20515  
(202) 225-1766

DISTRICT OFFICE:  
255 E. Temple Street, Suite 1860  
Los Angeles, CA 90012  
(213) 628-9230 Fax (213) 628-8578  
[www.house.gov/roybal-allard](http://www.house.gov/roybal-allard)

**CONGRESSWOMAN LUCILLE ROYBAL-ALLARD**  
**34<sup>TH</sup> DISTRICT, CALIFORNIA**

November 16, 2010

**JOB ANNOUNCEMENT**

**FIELD DEPUTY**  
**LOS ANGELES, CALIFORNIA**

Congresswoman Lucille Roybal-Allard is seeking an energetic and talented individual with a genuine commitment to public service for the Field Deputy position in her District Office in Los Angeles.

The Field Deputy is responsible for representing the Congresswoman with constituents, community groups, government agencies, elected officials, and the public at large. The Field Deputy monitors several issues; plans, organizes and assists colleagues with office events; and serves as a liaison to assigned geographic areas. Other responsibilities include staffing the Congresswoman, and preparing briefings and speeches for her scheduled events.

**Qualifications:** Excellent written and verbal communication skills; professional appearance and attitude; strong computer skills; ability to adapt to changing workloads and priorities; work well under pressure; have the ability to prioritize and meet deadlines; ability to work independently and as a team member; manage multiple tasks simultaneously; demonstrate common sense in solving assigned problems; have good people skills; and be flexible. Attention to detail and accuracy is essential. Knowledge of politics and the political process is helpful. Previous experience working with governmental agencies is a plus. Salary will be commensurate with experience.

**This is a professional staff position that will require work hours beyond the normal work day and will include some work on weekends and holidays. Knowledge of health issues and bilingual skills (English and Spanish) are preferred.**

All interested individuals should send or fax a cover letter, resume and writing samples (English and Spanish) to the attention of:

Ana Figueroa, District Chief of Staff  
Office of Congresswoman Lucille Roybal-Allard  
255 East Temple Street, Suite 1860  
Los Angeles, CA 90012  
fax: 213.628.8578  
(No phone calls, please.)