



**POSITION ANNOUNCEMENT:
Field Deputy (Multiple Neighborhoods)**

Field Deputy -- Neighborhoods (Multiple)

The Office of Councilmember Eunisses Hernandez is seeking Field Deputies who will be assigned to one or multiple neighborhoods within the district. They will work closely with the rest of the Field Team and City Hall staff to ensure constituents in the district have their needs met and that district priorities and information about important issues are proactively communicated to constituents.

A Field Deputy serves as the Councilmember's representative to constituents, government agencies, business and local community groups. The Deputy must be proactive and should have strong ties to Council District 1 neighborhoods and experience organizing communities. The Deputy will assist the Councilmember in providing oversight for the District by ensuring residents receive municipal services, and that any miscellaneous concerns or complaints are properly addressed.

Duties include, but are not limited to:

- Proactively engaging, communicating with, and building relationships with constituents and community groups.
- Fielding, replying to, and relaying constituent concerns, complaints and ideas to appropriate City Hall staff and City departments to ensure that constituents' needs are met in a timely and satisfactory manner.
- Identifying, tracking, and driving neighborhood priorities in accordance with district wide priorities
- Working creatively to problem solve on behalf of constituents and identify governmental and nongovernmental solutions to neighborhood concerns.
- Represent the Councilmember at meetings of local government and community groups, and report back with recommendations for action on issues of importance to the District.
- Identify, plan and coordinate events for the Councilmember, which include advancing the event site and writing event memorandums, talking points, and preparing background information.
- Ensure a satisfactory response to constituent inquiries and managing casework in partnership with a team for respective geographic areas, particularly in the areas of public safety and service delivery by Los Angeles City departments.



- Establish and maintain cooperative relationships with other elected officials, government agencies, community based organizations, constituent groups, and business leaders.
- Organize neighborhoods, individuals, and coalitions around key issues.

The ideal candidate should have experience in the following:

- Fluency in communicating in Spanish and/or Cantonese
- Demonstrated commitment to social justice and enthusiasm about Councilmember Hernandez's policies, priorities and values.
- Diligence, high ethical standards, focus, flexibility, a capacity for hard work, and a willingness to work closely with multiple team members.
- Worked with neighborhood stakeholders to help build consensus around a project or issue, where there were a variety of differing opinions.
- Worked as a community organizer with responsibility for building grassroots support for an initiative, project, or campaign.
- Represented an elected official, political candidate, community organization or business to a group of community stakeholders, where it was their responsibility to effectively communicate a public narrative.
- Successfully assisted a member of the community by engaging a government agency to help solve a complex problem.
- Successfully delivered a project in a challenging setting, with many stakeholders, from start to completion.
- Must be a team player.

The position is full-time and exempt from Civil Service. Yearly Salary Scale: \$68,423.76 - \$76,462.56. Compensation will be based on experience and includes excellent benefits.

In accordance with Los Angeles City Ordinance 187134, candidates must meet the minimum requirement of being fully vaccinated against COVID-19 or receive an exemption and report their vaccination status prior to being hired by the hiring City department. The ordinance is available at https://clkrep.lacity.org/onlinedocs/2021/21-0921_ord_187134_8-24-21.pdf.

If you are interested in applying, please provide a cover letter, resume, and writing sample when completing our online application at bit.ly/EunissesStaff

The City of Los Angeles values diversity, equity, and inclusion in its workforce. We encourage any and all qualified individuals to apply, regardless of their racial or ethnic background, sex, gender identity, or any other protected trait or characteristic.