

# Arizona House of Representatives

1700 W Washington  
Phoenix, AZ 85007

Position Announcement: Republican Policy Advisor

The Arizona House of Representatives is looking for a policy advisor to staff the Republican Caucus. Duties include working with legislators to conceptualize legislative ideas, tracking and advising representatives on legislation, drafting policy talking points and other material, engaging with stakeholders and constituents on behalf of legislators, staffing committee hearings, and other duties as assigned to advance the objectives of the Speaker of the House and the Republican Majority.

Candidates must possess excellent writing and communication skills, an ability to multitask, an understanding of the legislative process, superior analytic skills, and a strong work ethic. Expertise in specific areas of law preferred.

Salary is commensurate with experience. Applicants should send their resume and a cover letter to Travis Swallow at [tswallow@azleg.gov](mailto:tswallow@azleg.gov).