



JOB ANNOUNCEMENT

Revised March 11, 2020

PERMIT ANALYST/PLANNER

COASTAL PROGRAM ANALYST I OR II

TWO FULL-TIME, 12 MONTH LIMITED TERM POSITIONS
(WITH THE POSSIBILITY OF EXTENSION OR BECOMING PERMANENT)
NORTH COAST DISTRICT OFFICE

The California Coastal Commission (Commission) is seeking two talented additions to its North Coast District Office. The Commission is a small State agency that is charged with protecting coastal resources and managing coastal development in California. The mission of the Commission is to implement the Coastal Act and to provide for the balanced use of the coastal zone and to protect, restore, and enhance coastal and marine resources for the continuing benefit of current and future generations. Employees at the Commission enjoy working on a broad range of issues to plan for and manage coastal land uses while protecting important coastal resources including wetlands, habitats that support rare and endangered species, scenic landscapes and views to the sea, public shoreline access and recreation opportunities. The Commission's staff includes dedicated planners, scientists, attorneys and administrative staff.

The Commission values diversity at all levels of the organization and is committed to fostering an environment in which employees from a variety of backgrounds, cultures, and personal experiences are welcomed and can thrive. We believe the diversity of our employees and their unique ideas inspire innovative solutions to further our mission of protecting and enhancing California's coast and ocean for present and future generations.

The duties of the Coastal Program Analyst I or II include the following:

- Review coastal development permit applications for conformity with California Coastal Act requirements;
- Analyze coastal land use plans and zoning ordinances prepared by cities and counties in the coastal zone for conformity with California Coastal Act requirements;
- Prepare written recommendations to the Commission on permit applications and other matters;
- Review compliance by applicants with the terms of previously issued coastal permits;
- Monitor the coastal regulatory and planning programs of assigned cities and counties and participate through means such as commenting on proposed developments under review at the local level and assisting local government planners in interpretation of California Coastal Act and Local Coastal Program (LCP) policies;
- Provide information to permit applicants and members of the public regarding the Commission's regulatory and planning programs;
- Take a proactive approach to identifying and solving problems of LCP interpretation and implementation;
- Perform miscellaneous other tasks, including analyzing the environmental impacts of projects in the coastal zone; interpreting aerial photographs and mapped information; visiting the sites of coastal projects; and attending meetings with local, state, and federal government agencies;
- Some travel and fieldwork is required;
- Support public participation and public outreach;
- Prepare and present effective oral presentations;
- Possible work on grant projects.

Duties will be adjusted commensurate with the level at which the position is filled.

DESIRED QUALIFICATIONS: Knowledge of the California Coastal Act; the California Environmental Quality Act (CEQA); current state planning law, and principles and practices of land use planning is critical. A background in planning, environmental studies or resource management, or a closely related field is desirable.

The successful candidates must demonstrate strong analytical skills and the ability to research and creatively explore complex coastal resource issues. Effective writing and verbal communication skills and the ability to work both independently and as a team member are critical. Candidates must be able to work cooperatively with other local, state and federal agency officials. Analysts are expected to be rigorous in identifying issues and pro-active in their problem-solving efforts. Experience with environmental justice and/or tribal consultation is desirable.

ELIGIBILITY: Individuals on the Coastal Program Analyst I and/or Coastal Program Analyst II eligible list may apply. Current or former State employees with transfer or reinstatement rights at the Coastal Program Analyst I or Coastal Program Analyst II level may also apply. (Please note that in order to be eligible to transfer or reinstatement, applicants **must** meet the minimum qualifications of the Coastal Program Analyst I or II classification.) Applicants must clearly indicate the basis of their eligibility, including SROA, surplus, transfer, re-employment status, or list eligibility in the Examination or Job Title section on the State Application Form 678.

Please note that if you are not a current or former State employee and/or have not successfully participated in an appropriate civil service examination for Coastal Program Analyst I or II, you cannot be considered for this vacancy. If you wish to participate in the either or both of the examinations for Coastal Program Analyst I or/and II, go to the CalCareers website at www.jobs.ca.gov.

SALARY:	Coastal Program Analyst I	Range A	\$3,635 – \$4,130 per month
		Range B	\$3,750 – \$4,469 per month
		Range C	\$4,496 – \$5,629 per month
	Coastal Program Analyst II		\$5,406 – \$6,771 per month

BENEFITS: For a list of benefits, click here: [Benefits Summary](#)

CONTACT: For more information about the position: Bob Merrill, North Coast District Manager, at (707) 826-8950 or Bob.Merrill@coastal.ca.gov.

For more information about the application and/or hiring process: Human Resources Office at (415) 904-5430 or toll free 866-831-2540 or HumanResources@coastal.ca.gov. You can also find more information on www.jobs.ca.gov.

FILING: The position will be open until filled. We hope to fill this position as soon as possible so it is important to file your application immediately. Applications will be screened and only those most qualified will be interviewed. No relocation expenses will be reimbursed. Submit a cover letter, a current resume, a CA State Application (STD 678), references and a writing sample (5 pages or less) to:

Human Resources Office
 CALIFORNIA COASTAL COMMISSION
 45 Fremont Street, Suite 1930
 San Francisco, CA 94105–2219
 (415) 904-5430 / toll free: 1-866-831-2540
HumanResources@coastal.ca.gov

Please indicate “Coastal Program Analyst I, Arcata” or “Coastal Program Analyst II, Arcata” in the Examination/Job Title section of the State Application (STD 678).

FOR MORE INFORMATION ABOUT THE CALIFORNIA COASTAL COMMISSION AND WHAT WE DO AND TO OBTAIN A STATE APPLICATION (STD 678), VISIT OUR WEBSITE AT: WWW.COASTAL.CA.GOV. IF YOU HAVE ANY QUESTIONS, YOU MAY E-MAIL US AT HUMANRESOURCES@COASTAL.CA.GOV OR CALL THE ABOVE NUMBERS.

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

Assistance for the Hearing Impaired can be accessed by dialing 711