



California Coastal Commission

JOB ANNOUNCEMENT

COASTAL PROGRAM ANALYST I OR II

PERMIT ANALYST/PLANNER

NORTH CENTRAL COAST DISTRICT OFFICE

SAN FRANCISCO

1 OR 2 FULL-TIME, LIMITED TERM POSITION(S)

(WITH THE POSSIBILITY OF EXTENSION OR BECOMING PERMANENT)

The California Coastal Commission is seeking one or two talented additions to its North Central Coast District Office team located in San Francisco. 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 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.

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 candidate 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.

ELIGIBILITY: Eligible individuals on the Coastal Program Analyst I or Coastal Program Analyst II lists are encouraged to apply. Current or former state employees with transfer or reinstatement rights at the Coastal Program Analyst I or Coastal Program Analyst II level are also encouraged to 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.)** Appointment is subject to the State Restrictions of Appointment (SROA) provisions. 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. Check the Commission’s website for the next round of testing.

SALARY:	Coastal Program Analyst I	Range A	\$3,377 – \$3,837 per month
		Range B	\$3,484 – \$4,152 per month
		Range C	\$4,177 – \$5,230 per month
	Coastal Program Analyst II		\$5,022 – \$6,290 per month

CONTACT:

For information about the positions in San Francisco: Jeannine Manna, North Central Coast District Manager, at (415) 904-5250.

For information about the application and/or hiring process: Human Resources Office at (415) 904-5430 or HumanResources@coastal.ca.gov.

FILING: The position will be open until filled. We would like to fill the 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 offered. Submit a current resume, State Application Form 678 (indicate which location) and 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 or Coastal Program Analyst II, North Central Coast District Office, San Francisco” in the Examination or Job Title section on the State Application Form 678.

For more information about the California Coastal Commission and what we do and to obtain a State Application Form 678, visit our website at: www.coastal.ca.gov. If you have questions you may e-mail us at HumanResources@coastal.ca.gov or call the above numbers.

Equal employment opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation. It is an objective of the State of California to achieve a drug-free state 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.

California Relay Service for the Hearing Impaired call 711