



California Coastal Commission

JOB ANNOUNCEMENT

COASTAL PROGRAM ANALYST I OR COASTAL PROGRAM ANALYST II (COASTAL PLANNER)

NORTH COAST DISTRICT OFFICE
ARCATA, CA

FULL-TIME, 12-MONTH LIMITED TERM POSITION

(WITH THE POSSIBILITY OF EXTENSION TO 24 MONTHS OR BECOMING PERMANENT)

The California Coastal Commission (Commission) is seeking a new talented addition to its North Coast District Office in Arcata, CA. 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 State's Coastal Act, including to protect, restore, and enhance coastal resources in the coastal zone 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 public views, and public recreational access opportunities. The Commission's staff includes dedicated coastal 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.

DUTIES will include but will not be limited to:

- Review coastal development permit (CDP) applications for conformity with California Coastal Act and local government Local Coastal Program (LCP) requirements;
- Analyze LCP land use plans and implementing ordinances prepared by cities and counties in the coastal zone for conformity with California Coastal Act requirements;
- Prepare written recommendations to the Commission on CDP applications, LCPs and LCP amendments, and other matters;
- Review compliance by applicants with the terms of previously issued coastal permits;
- Monitor the LCP 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 the California Coastal Act and LCP policies;

- Provide information to permit applicants and other 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 are required;
- Support public participation and public outreach;
- Prepare and present effective oral presentations; and
- Possible work on grant projects.

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

DESIRED SKILLS & ABILITIES: 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, law, environmental studies/resource management, or a closely related field is desirable. Experience with environmental justice and/or tribal consultation is also 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. The candidate must be able to work cooperatively with other local, state and federal agency officials and will be expected to be rigorous in identifying issues and pro-active in their problem-solving efforts.

ELIGIBILITY: Individuals who have taken the Coastal Program Analyst I and/or Coastal Program Analyst II exams and appear on the resulting eligible list(s) may apply. Current or former State employees with transfer or reinstatement rights at the Coastal Program Analyst I or II levels are also eligible for consideration. (Please note that in order to be eligible to transfer/reinstate, applicants **must** meet the minimum qualifications of the Coastal Program Analyst I or II classifications) All applicants must clearly indicate the basis of their eligibility, including SROA, surplus, transfer, re-employment status, or list eligibility in the Examination/Job Title section on the CA State Application (std678).

EXAMINATION: Coastal Program Analyst I (CPA I)

- **Exam Bulletin:** <https://documents.coastal.ca.gov/assets/jobs/CPA-I-interim-bulletin.pdf>

EXAMINATION: Coastal Program Analyst II (CPA II)

- **Exam Bulletin:** <https://documents.coastal.ca.gov/assets/jobs/CPA-II-Interim-Bulletin.pdf>

To apply for the CPA I and/or CPA II examination, please submit a CA State Application (std678) to the Coastal Commission's Human Resources Office. Resumes, references and writing

FILING: The position will be open until filled. Applications will be screened and only those most qualified will be interviewed. No relocation expenses will be reimbursed. Submit a statement of qualifications (SOQ) discussing how your knowledge, skills, and abilities (KSAs) align with the desirable qualifications of this position (2 pages or less), a current resume, a CA State application (std678) (available at www.jobs.ca.gov), and a minimum of 3 professional references to:

**Human Resources Office
California Coastal Commission
455 Market Street, Suite 200, Room 228
San Francisco, CA 94105-2421**

(415) 904-5430 / toll free: 1-866-831-2540
HumanResources@coastal.ca.gov

For more information about the California Coastal Commission and what we do and to obtain a CA State Application (std678), 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.

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 workplace. 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