



May 4, 2021

California Coastal Commission

JOB ANNOUNCEMENT

COASTAL PROGRAM ANALYST III

NORTHERN CALIFORNIA TRANSPORTATION AND DEVELOPMENT SPECIALIST

FULL-TIME, 12 MONTH LIMITED TERM POSITION

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

SAN FRANCISCO OR SANTA CRUZ

The California Coastal Commission (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.

ABOUT THE POSITION: This position offers an exciting opportunity to participate in the planning and regulation of transportation projects and activities throughout the coastal zone through interagency efforts with the Department of Transportation (Caltrans), local transportation agencies and our Local Coastal Program (LCP) partners. The primary responsibility of this position is to facilitate early and continuous coordination between the Commission and Caltrans on issues related to transportation planning, project design and construction that involve the Commission's original jurisdiction and federal consistency authorities as well as certified LCPs throughout the State. The Northern California Transportation and Development Specialist will participate in Commission staff work teams to support timely reviews of Caltrans proposals, perform some of the more complex project analysis, coastal development permit (CDP) review and report writing activities associated with the Commission's planning and regulatory responsibilities, explore opportunities for better integrating transportation and land use decisions in the coastal zone, and assist in meeting commitments under interagency agreements with Caltrans.

This work will likely include: participating in interagency work groups and Caltrans' project development team meetings; evaluating corridor and regional transportation plans and proposals; reviewing coastal resource impact analyses and environmental review (NEPA/CEQA) documents; conducting research into current efforts in California related to smart growth and mobility, GHG emission reductions, sustainable communities and multi-modal transportation systems; attending stakeholder and other related public meetings; and assessing specific and advance mitigation proposals related to

transportation projects. It will also involve supporting Commission District offices in the tracking and processing of Caltrans' transportation projects. It will also involve supporting proposals requiring coastal program reviews, including Local Coastal Program (LCP) amendments, public works plans, federal consistency submittals and coastal development permit applications.

Duties will include the following but will not be limited to:

- Analyze environmental documents, transportation plans, technical reports, coastal permit applications, appeals, federal consistency submittals, and Local Coastal Plans (LCP) amendments, etc. involving transportation projects and prepare memos, comment letters, workshop materials, issue summaries and/or staff reports on coastal development permits or related materials for action by the Coastal Commission.
- Plan, organize and prepare advance materials, in coordination with Caltrans, for monthly coordination meetings statewide (semi-annually for all six of the Commission's District Offices) and ensure follow up on identified action items;
- Participate in Caltrans project scoping/development meetings and field reviews to identify coastal issues related to such plans and projects;
- Review and/or assist in the development of project alternatives and project-related mitigation and monitoring measures;
- Assist in the development of programmatic approaches that will promote public access to the coast and ensure sound transportation planning and resource protection in the coastal zone;
- Coordinate the preparation and review of any technical information needed to resolve Coastal Act, applicable certified LCPs, provisions for the California Coastal Trail, and sea level rise adaptation strategies.
- Assist in the development of training programs for Caltrans and Commission staff.
- Prepare work products and reports to meet obligations under existing interagency agreements with Caltrans.

DESIRED QUALIFICATIONS:

- Knowledge of land use planning and regulatory techniques and/or specialized technical capabilities in the area of biology, coastal wetlands, geology, coastal engineering, transportation planning, as well as mass transit, smart growth and/or public access design principals;
- Familiarity with the Coastal Act, as well as the functions and relationships of federal, state, regional, county, and city governments and special districts;
- General familiarity with transportation planning and resource management concepts and procedures;
- Excellent communication skills and the ability to work well with others and to write accurate, complete, and concise staff reports and correspondence;
- Experience with environmental justice and/or tribal consultation;
- Ability to work independently or in a team setting;
- Ability to read and interpret project plans, grading plans, and maps;
- Advanced degree in environmental, regional or transportation planning, environmental law or policy or a related field.

Special Qualifications: Familiarity with or the ability to learn new online platforms and programs (i.e., SharePoint, Zoom, TeamViewer).

ELIGIBILITY: Individuals on the Coastal Program Analyst III list are eligible to apply. Current or former State employees with transfer or reinstatement rights at the Coastal Program Analyst III level are also eligible to apply. (Please note that in order to be eligible to transfer/reinstate, applicants **must** meet the minimum qualifications of the Coastal Program Analyst III classification) 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). The CA State Application (std678) can be found at <https://jobs.ca.gov/pdf/STD678.pdf>.

Please note that if you are not a current or former State employee with transfer or reinstatement rights and/or have not successfully participated in an appropriate civil service examination for Coastal Program Analyst III, you cannot be considered for this vacancy.

EXAMINATION: COASTAL PROGRAM ANALYST III

Exam Bulletin:

https://documents.coastal.ca.gov/assets/jobs/CPA%20III_Interim%20Bulletin_January%202021.pdf

SALARY: Coastal Program Analyst III \$6,124 – \$7,608 per month

BENEFITS: <https://www.calhr.ca.gov/employees/Pages/new-employee-benefits-orientation.aspx>

Effective July 1, 2020 through June 30, 2022, State employees are subject to a 9.23% salary reduction in exchange for 16 hours of the Personal Leave Program 2020 (PLP 2020) per month.

CONTACT: For more information about the position: Tami Grove, Statewide Transportation Program Manager, at (831) 427-4863 or Tami.Grove@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.

Please note that public counter hours for all Commission offices are currently suspended considering the coronavirus. However, in order to provide the public with continuity of service while protecting both you and our employees, the Commission remains open for business, and you can contact staff by phone, email, and regular mail (see staff contact information at www.coastal.ca.gov). In addition, more information on the Commission’s response to COVID-19 can be found on our website at www.coastal.ca.gov. Thank you for your patience and understanding as we all work through this public health crisis.

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. Submit a cover letter that describes how your qualifications align with the desirable qualifications for this position (2 pages or less), a current resume, a CA State Application (std678), and a minimum of three professional references to:

California Coastal Commission
Human Resources Office
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

Please indicate “Coastal Program Analyst III, San Francisco or Santa Cruz” in the Examination/Job Title section of the CA State Application (std678).

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 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 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