



JOB ANNOUNCEMENT

COASTAL PROGRAM ANALYST I OR II (COASTAL PLANNER) **North Central Coast District Office (located in San Francisco)**

This is a full-time position that is being offered for a limited-term duration (i.e., 12 months initially). It is possible that the limited-term duration could be extended (i.e., up to 24 months), or that the position is made permanent and it would no longer be duration-limited.

The California Coastal Commission is seeking a talented addition to its North Central Coast District Office team located in San Francisco. The North Central Coast District covers the coastal zone from Sonoma through San Mateo Counties, a distance of nearly 300 miles occupied by seven local cities and counties. The Coastal 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 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 and water uses while protecting important coastal resources, including wetlands, habitats that support rare and endangered species, scenic landscapes and public views, and public shoreline access and recreation opportunities. The Commission's staff includes dedicated planners, scientists, attorneys, biologists, engineers, and administrative staff.

The Coastal 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 of the Coastal Program Analyst I and II include:

- 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 permittee compliance with the terms and conditions of previously approved coastal permits
- Monitor the coastal regulatory and planning programs of assigned cities and counties, and participate in local processes 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
- Support public participation and public outreach
- Prepare and present effective oral presentations
- Work on grant-funded projects

Note that some travel and fieldwork is required, and duties will be adjusted commensurate with the level at which the position is filled.

Desired skills and abilities of the Coastal Program Analyst I and II include:

- Knowledge of the California Coastal Act, the California Environmental Quality Act (CEQA), current state planning law, and principles and practices of land use planning
- A background in planning, law, environmental studies, resource management, or closely related fields
- Experience with environmental justice and tribal consultation
- Strong analytical skills and the ability to research and creatively explore complex coastal resource issues
- Rigorous issue identification and pro-active problem-solving skills
- Effective writing and verbal communication skills, and the ability to work both independently and as a team member
- Ability to work collaboratively and effectively with local, state and federal agency officials

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 for 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(s) or Job Title(s)” section of State Application Form 678.

SALARY: Coastal Program Analyst I, Range A	\$3,800 – \$4,318 per month
Coastal Program Analyst I, Range B	\$3,921 – \$4,672 per month
Coastal Program Analyst I, Range C	\$4,701 – \$5,885 per month
Coastal Program Analyst II	\$5,652 – \$7,079 per month

BENEFITS: See California State Civil Service Employee Benefits Summary at <https://www.calhr.ca.gov/Pages/California-State-Civil-Service-Employee-BenefitsSummary.aspx>

CONTACT: For information about the position itself, please contact Stephanie Rexing, North Central Coast District Manager, at stephanie.rexing@coastal.ca.gov. For information about the application and/or hiring process, please contact the Commission's Human Resources Office at (415) 904-5430 (or toll free at 1-866-831-2540) or HumanResources@coastal.ca.gov.

FILING: The position will be open until filled, but we intend to fill this position as soon as possible, so it is important to file your application as soon as possible. Applications will be screened and only the most qualified candidates will be interviewed. No relocation expenses will be offered. To apply, please submit (1) a current resume, (2) a completed State Application Form 678 (available at www.jobs.ca.gov), (3) a statement of qualifications discussing how your knowledge, skills, and abilities align with the qualifications of this position (2 pages or less); (4) a writing sample (5 pages or less if possible), and (5) 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
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(s) or Job Title(s)" section of State Application Form 678. For more information about the California Coastal Commission and what we do, and/or to obtain a State Application Form 678, please visit our website at: www.coastal.ca.gov.

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.