



California Coastal Commission

JOB ANNOUNCEMENT

Staff Services Analyst (General) or
Coastal Program Analyst I
Environmental Justice (EJ) Analyst
Environmental Justice (EJ) Program
Full-Time, 24 Month Limited Term Position
(With the possibility of extension or becoming permanent)
San Francisco or Long Beach

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, technical specialists, 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: The Coastal Commission is offering an exciting entry level professional opportunity for a passionate, self-directed individual to help raise the bar on environmental justice and social equity along the California coast. The Coastal Act was amended in 2016 to include Section 30604(h), giving the Commission the authority to consider environmental justice in its permitting decisions. The agency subsequently adopted an environmental justice policy, which commits the Commission to use its legal authority to ensure equitable access to clean, healthy, and accessible coastal environments for communities disproportionately overburdened by adverse impacts to coastal resources.

The Commission is seeking someone with training, interest and/or experience in environmental and social justice, community engagement and natural resources management to join our Environmental Justice Program. Under the guidance of our Environmental Justice Supervisor, the Environmental Justice Analyst will, among other duties, assist with outreach and community engagement and work on programs to increase engagement with affected groups. The Environmental Justice Analyst will assist with research and analysis of potential development impacts on disadvantaged communities and make recommendations to the Commission staff on those projects. The Environmental Justice team will work closely with Coastal Commission staff working on implementation of the Commission's Tribal Consultation Policy.

The Commission's Environmental Justice Policy provides a guidance on a number of topics that are likely to surface in this work, including respecting tribal concerns, meaningful engagement, coastal access, housing, local government, participation in the process, accountability and transparency, climate change, habitat and public health. It also outlines a detailed implementation plan that the analyst will assist the Environmental Justice Program in completing over a period of years.

Duties may include, but are not limited to:

- Provide logistical and administrative support to the Environmental Justice and Tribal Consultation teams.
- Coordinate with staff across the agency to identify projects with potential environmental justice elements.
- Assist with research and analysis of environmental justice impacts of certain proposed projects using CalEnviroScreen, U.S. EPA EJSCREEN, U.S. Census data and interviews with community members, etc.
- Create and/or strengthen relationships with environmental justice communities and stakeholders across California to facilitate the exchange of ideas and encourage community participation in the Commission's process.
- Assist the Environmental Justice Supervisor and in researching, analyzing, planning and organizing stakeholder engagement and community partnership and, when necessary, travel to locations to meet with community members.
- Assist the Environmental Justice Supervisor and Environmental Justice team with the development of trainings for underserved communities on the Commission process, as well as with internal training to expand Commission's understanding of environmental justice issues.
- Work with others to research and develop communication, engagement and outreach materials for communities and stakeholders, environmental justice advocates, elected officials and the public.

DESIRED QUALIFICATIONS: The candidate should have interest or experience in:

- Community engagement, environmental justice and social equity issues.
- Building trust with community leaders in vulnerable or disadvantaged communities
- Organizing within these communities and/or conducting outreach/engagement in these communities.

The person should have knowledge of California land use, environmental justice issues, be familiar with relevant trends in coastal and land use planning. Multi-lingual candidates of language(s) commonly spoken in California are highly desirable. Effective writing and verbal communication skills and the ability to work both independently and as a team member are critical.

ELIGIBILITY: Individuals on the Staff Services Analyst (General), or Coastal Program Analyst I eligible lists are eligible to apply. Current or former State employees with transfer or reinstatement rights to one of these classifications are also eligible to apply. (Please note that in order to be eligible to transfer/reinstatement, applicants must meet the minimum qualifications of either the Staff Services Analyst (General), Coastal Program Analyst I classifications) All 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 CA State Application (STD 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 this position, you cannot be considered for this vacancy. If you wish to participate in the Staff Services Analyst (General) examination, go to the CalCareers website at www.jobs.ca.gov.

SALARY:	Staff Services Analyst, Range A	\$3,635 – \$4,130 per month
	Staff Services Analyst, Range B	\$3,750 – \$4,469 per month
	Staff Services Analyst, Range C	\$4,496 – \$5,629 per month
	Coastal Program Analyst I, Range A	\$3,635 - \$4,130 per month
	Coastal Program Analyst I, Range B	\$3,750 - \$4,469 per month
	Coastal Program Analyst I, Range C	\$4,496 - \$5,629 per month

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

CONTACT: For more information about the position: Noaki Schwartz, Public Information Officer, at (562) 590-5071 ext. 2221 or noaki.schwartz@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 <http://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. Submit a cover letter, a resume, a CA State Application (STD 678), a brief statement of qualifications related to this position, and a brief 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 “Staff Services Analyst (General) (EJ Analyst)”, or Coastal Program Analyst I (EJ Analyst)” in the Examination/Job Title section of the CA 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