

September 28, 2020



California Coastal Commission

JOB ANNOUNCEMENT

ENVIRONMENTAL SERVICES INTERN

SOUTH COAST DISTRICT OFFICE

LONG BEACH

9-MONTH LIMITED-TERM APPOINTMENT

FULL-TIME

The California 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 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. A Coastal Commission internship is a great opportunity to learn more about how a government agency functions and to obtain useful job experience for pursuit of a professional career in land use law or environmental management.

The California 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.

The Position: The Coastal Commission is seeking a motivated individual to assist in the permitting and planning processes. This position requires an understanding of basic environmental terms and concepts and an ability to independently analyze planning and environmental documents. The most important qualifications we seek are: an ability to extract and analyze information from complex files and reports; independent and professional work habits; the ability to take direction and work with others; a commitment to quality work and attention to detail.

Desired Qualifications: Knowledge of the Coastal Act, the Commission's permit and planning process, and familiarity with Local Coastal Plans. Persons with the following education and/or work experience would be preferred: land use planning and regulation, environmental law, environmental science, or related fields. The successful candidate will demonstrate strong analytical skills and the ability to research independently and attention to detail. Strong writing and speaking skills and the ability to work as a team member is critical. Computer skills are necessary, as well as use of a scanner and conversion of documents into a digital format.

Eligibility: Equivalent to graduation from college with a major or a minor (or equivalent) in urban, regional or environmental planning, natural resource management, ecology, geography, earth or natural science, engineering, architecture, law, or a related field. **OR:** Registration as a graduate student in a college or university of recognized standing in urban, regional or environmental planning,

natural resource management, ecology, geography, earth or natural science, engineering, architecture, law, or a related field. **OR:** Possession of a Master's or two years of graduate work toward a Doctorate Degree in Urban, Regional or Environmental Planning, Natural Resource Management, Ecology, Geography, Earth or Natural Science, Engineering, Architecture, Law, or a related field or possession of another advanced degree with significant graduate course work in these fields. **OR:** Equivalent to graduation from a four-year college with any major and six months of intern experience as a college student or graduate undergoing supervised practical training comparable to Student Assistant, Graduate Student Assistant or Environmental Services Intern in a work assignment of a professional nature related to the environmental sciences or to planning, managing or regulating uses of land or water.

SALARY: Environmental Services Intern Range A \$2,600-\$2,918 per month*
Range B \$2,832-\$3,175 per month*
Range C \$3,083-\$3,466 per month*

*Salary will be determined using the Alternate Range Criteria.

BENEFITS: For a list of benefits, go to:
<https://www.calhr.ca.gov/employees/Pages/salary-and-benefits.aspx>

CONTACT: For information about the position, contact Amber Dobson, South Coast Coastal Program Manager (Long Beach), or Shannon Vaughn, South Coast Coastal Program Manager (Long Beach), at (562) 590-5071 or Amber.Dobson@coastal.ca.gov or Shannon.Vaughn@coastal.ca.gov.

For 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 in light of 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. Applications will be screened and only those most qualified will be interviewed. No relocation expenses will be reimbursed. Submit a CA State Application (std 678) (available at www.jobs.ca.gov), a current resume, a brief writing sample (5 pages or less) and a cover letter to:

HUMAN RESOURCES OFFICE
CALIFORNIA COASTAL COMMISSION
455 Market Street, Suite 228
San Francisco, CA 94105
(415) 904-5430 / toll free: 1-866-831-2540
HumanResources@coastal.ca.gov

Please indicate “Environmental Services Intern, South Coast District Office (Long Beach)” in the Examination/Job Title section on the CA State Application (std 678).

FOR MORE INFORMATION ABOUT THE CALIFORNIA COASTAL COMMISSION, WHAT WE DO, AND TO OBTAIN A CA STATE APPLICATION (STD 678), VISIT OUR WEBSITE AT: WWW.COASTAL.CA.GOV. IF YOU HAVE ANY QUESTIONS, YOU MAY E-MAIL US 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