



California Coastal Commission

# JOB ANNOUNCEMENT

## COASTAL PROGRAM GEOGRAPHIC INFORMATION SYSTEMS ANALYST

RESEARCH ANALYST I (GEOGRAPHIC INFORMATION SYSTEMS) OR  
COASTAL PROGRAM ANALYST I

SAN FRANCISCO

FULL TIME, 12-MONTH LIMITED TERM POSITION (WITH THE POSSIBILITY OF EXTENSION OR BECOMING PERMANENT)

The California Coastal Commission is seeking a talented individual with a background in Geographic Information Systems (GIS) and/or planning and resource management. The Commission is a State agency that is charged with protecting coastal resources and managing coastal development in California. The mission of the Commission is 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. The ideal candidate possesses knowledge of principles and practices of GIS data entry, output, analysis and application, aerial photography interpretation, geodatabase design and metadata management. Familiarity with California coastal geography, coastal and ocean resources, hazards, development issues, and the Coastal Act is highly desirable. Persons with the following education and/or work experience are preferred for the position: B.S. or M.S. degree in Resource Management, Geography, Geographic Information Systems, Planning or a closely related field; and experience in the design and development of GIS applications.

### DUTIES AND RESPONSIBILITIES:

Working under the direction of the Mapping / GIS Program Manager, the successful candidate will perform technical and analytical work necessary to support the regulatory and planning activities undertaken by the Commission. The incumbent routinely uses spatial and geographic information source materials to inventory and identify coastal resources, hazards and impacts of development allowed by coastal development permits, land use designations and zoning. The incumbent may also perform responsible, varied and complex technical and analytical planning and/or regulatory work directly related to the conservation and development of the coast and climate resiliency planning. Some special project assignments may be involved.

The position requires the incumbent to assist with establishing and maintaining a digital coastal armoring geodatabase and other climate resiliency planning work. The successful candidate will demonstrate strong analytical skills and the ability to research and interpret complex coastal resource and geographic information issues with a keen eye for detail. Strong communication skills, the ability to work independently and in a team environment, take initiative, and ability to effectively manage multiple tasks with changing priorities are essential.

The incumbent will be expected to:

- Assist in the development and maintenance of the Commission's coastal armoring GIS applications
- Research past commission actions as related to coastal armoring projects and climate resiliency planning
- Demonstrate proficiency in GIS concepts and analytical techniques, including data development and QA/QC to ensure accuracy, consistency, standardization, and completeness of data
- Demonstrate proficiency in ESRI ArcGIS ArcMap desktop software
- Understand, analyze and define user requirements and recommend solutions
- Analyze and research complex issues, evaluate alternatives and make sound independent decisions within established guidelines

- Organize, plan and complete projects efficiently
- Communicate effectively, orally and in writing
- Quickly learn new concepts
- Work collaboratively and effectively with project teams
- Establish and maintain effective working relationships with those encountered in the course of work

It is preferred that the incumbent possess additional knowledge of the following:

- Aerial photography interpretation and remote sensing applications
- GIS geodatabase design, management, and quality control, and metadata management
- Additional GIS software tools and applications including but not limited to ESRI ArcGIS Online, ArcGIS PRO, Google Earth, Adobe Creative Cloud and MS Office Suite
- Climate resiliency planning/Climate adaptation

This position requires prolonged periods of sitting while working at a computer as well as the ability to make site visits and inspections.

**ELIGIBILITY:** Individuals on the Research Analyst I (GIS) and/or the Coastal Program Analyst I eligibility lists are encouraged to apply. Current state employees or former state employees with transfer or reinstatement rights at the Research Analyst I (GIS) and/or the Coastal Program Analyst I level may also apply. **(Please note that in order to be eligible for transfer, applicants must meet the minimum qualifications of the aforementioned classifications.)** 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 or Title section on the State Application Form 678.

**EXAM:** Applicants who do not currently have eligibility may participate in the Research Analyst I (Geographic Information Systems) examination given by the California Department of Human Resources (CalHR). Go to [www.jobs.ca.gov](http://www.jobs.ca.gov) for more information.

**SALARY:** Research Analyst I (Geographic Information Systems) or  
Coastal Program Analyst I

Range A	\$3,512 – \$3,990 per month
Range B	\$3,623 – \$4,318 per month
Range C	\$4,344 – \$5,439 per month

**CONTACT:** Greg Benoit, Mapping / GIS Program Manager, (831) 427-4874

**FILING:** The position will be open until filled. We would like to fill the 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. No relocation expenses are offered. Submit a cover letter, current resume, State Application Form 678 (put job title and location in the Examination or Job Title section) and GIS portfolio samples to:

Human Resources Office  
California Coastal Commission  
45 Fremont Street, Suite 1930  
San Francisco, CA 94105–2219  
(415) 904-5430 or toll free (866) 831-2540

For more information about the California Coastal Commission and what we do and to obtain a State Application Form 678, visit our website at: [www.coastal.ca.gov](http://www.coastal.ca.gov). If you have questions, you may e-mail us at [HumanResources@coastal.ca.gov](mailto: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.

Assistance for the Hearing Impaired can be accessed by dialing 711