

Job Vacancy Announcement

Coastal Program Analyst I/II

Regulatory Analyst

Full-Time, 24-Month Limited-Term Position
(With possibility of permanent employment)

July 24, 2017

About BCDC. The award-winning San Francisco Bay Conservation and Development Commission (BCDC) is a State of California government agency located in the City of San Francisco with regulatory and planning responsibilities over San Francisco Bay and within the Bay Area's nine-county shoreline. BCDC is guided in its actions by state and federal laws, policies, and regulations, including the McAteer-Petris Act and San Francisco Bay Plan, the Suisun Marsh Preservation Act, and the Coastal Zone Management Act.

The Position. The Regulatory Analyst focuses on legal, policy, regulatory, and technical issues of concern to BCDC's Commissioners and various stakeholders. The Analyst evaluates projects and permit applications to ensure consistency with BCDC's laws and policies, and develops solutions to complex estuarine and land use management issues. Other responsibilities include: negotiating with project sponsors; preparing written correspondence, reports, and permits; making presentations; responding to public inquiries; participating in meetings; conducting site visits; researching coastal and estuarine trends; and learning about relevant technical issues on engineering, land use design, sea level rise, wetland restoration, Geographical Information Systems, transportation, recreation, hydrology, and fish, wildlife, and plant biology. Duties will be commensurate with the level at which the position is filled.

Essential Job Functions.

- Research and analysis of complex project proposals, in some cases involving enforcement issues, and advising permit applicants and stakeholders on project issues in relation to BCDC's laws, policies, and regulations.
- Prepare and present for Commission consideration permits and federal consistency determinations or certifications, and project and policy reports.
- Negotiate with project proponents and stakeholders.
- Participate in meetings, planning and policy discussions, site visits, and workshops.
- Review local, state, and federal planning and regulatory documents, and environmental impact reports, and prepare comments regarding compliance with BCDC's laws and policies.
- Respond to public inquiries; make presentations regarding BCDC and current trends; assist with report mailings and filing; and other related duties.

The Candidate. A problem solver, dedicated and motivated, analytical, collaborative, independent, excellent writer, competent public speaker, mature, and capable of managing multiple complex projects. The candidate should also possess knowledge of California land use and environmental law, be familiar with relevant trends in coastal and land use planning, possess a technical background in or familiarity with planning, resource conservation, law, urban design, or other relevant field. Additionally, the candidate should appreciate BCDC's mandate to balance conservation and development of San Francisco Bay's diverse resources.

Employment Term. Full-time, 24-month limited-term position, with a possibility of becoming permanent.

Salary and Benefits. Coastal Program Analyst I salary range: **\$3,377 to \$5,230/month**; Coastal Program Analyst II salary range: **\$5,022 to \$6,290/month**. Benefits include paid vacation/sick leave or annual leave; 11 paid holidays each calendar year; health, dental, and vision benefits; and deferred compensation and retirement programs.

Eligibility. Candidates must be eligible for appointment to the California civil service classification of Coastal Program Analyst (CPA) I/II. Current State employees or former State employees with transfer or reinstatement rights at the CPA I/II level may apply. To be eligible for transfer or reinstatement, applicants must meet the minimum qualifications of the CPA I/II classifications. Appointment is subject to the State Restriction of Appointment (SROA) provisions. Applicants must clearly indicate the basis of their eligibility, including SROA, surplus, transfer, reinstatement status, or list eligibility in the Examination or Job Title section on the State Application Form #678.

If you are not a current or past State employee and have not successfully participated in an appropriate civil service examination, you cannot be considered for this position. For more information on the State hiring process, please visit the CalCareers website at www.jobs.ca.gov.

Application. All applicants must submit a standard State of California application form (STD #678) (<https://www.jobs.ca.gov/pdf/std678.pdf>), with a resume, a brief writing sample (up to 5 pages), and a minimum of 3 references. Identify in Job Title section of Application: *CPA I or CPA II: Regulatory Analyst (BCDC)*. Please submit your State Application and materials to:

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

Application Deadline: Applications will be accepted until the position is filled. Applications will be screened and the most qualified candidates interviewed. Relocation expenses will not be reimbursed.

Special Interview Arrangements: If you have a disability and/or need specific arrangements for interviews, please mark the box in Item 2 of Job Application. We will contact you to make specific arrangements. Assistance for the hearing impaired on job-related matters available by phone: 711.

For More Information. See website at: www.bcdc.ca.gov or contact Jaime Michaels (Chief of Permits) or Ethan Lavine or Erik Buehmann (Principle Regulatory and Permit Analysts) at 415-352-3600.

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.