

# San Francisco Bay Conservation and Development Commission

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## JOB ANNOUNCEMENT TO HELP PROTECT SAN FRANCISCO BAY

# Regulatory Programs Director (Career Executive Assignment, Level A)

Full-time, Permanent Position  
San Francisco

Revised 11/15/2021

**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, the Suisun Marsh, salt ponds, and along 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, Suisun Marsh Preservation Act, Coastal Zone Management Act, San Francisco Bay Plan, Suisun Marsh Protection Plan and various special area plans around the Bay. BCDC's 50+ staff maintains a high level of professionalism and includes environmental planners, scientists, landscape architects, a civil engineer, attorneys, administrative and information technology (IT) staff.

*The complete Duty Statement for the Regulatory Programs Director can be found at:*

<https://www.bcdc.ca.gov/employment/Reg-CEA-A-duty-statement.pdf>

*More information about the position can be found on the CalCareers website at:*

<https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=269185>

### **About the Position.**

Under the general direction of the Deputy Executive Director, the Regulatory Director provides executive level leadership for BCDC, leads the Commission's Regulatory Program, and directly supervises five managers therein, who oversee: all necessary actions related to permit applications and federal consistency determinations; review of design and engineering aspects of projects around the Bay; enforcement of the Commission's laws and policies; regulating dredged sediment and promoting its beneficial reuse; working internally and externally to administer and, as needed, amend the Commission's regulations; implementing relevant parts of the Commission's Strategic Plan; and other work as needed.

The Regulatory Director oversees all aspects of BCDC's 21-person Regulatory Program with an operating budget of approximately \$2.9 million. The Regulatory Program includes two permitting teams, a dredging and sediment management team, an enforcement unit, and an engineering and design team. These five regulatory teams work on a variety of projects around the San Francisco Bay, including:

- Mixed-use residential and commercial developments;
- Seaports and airports;
- Commercial recreation facilities, including marinas;
- Navigational Dredging
- Habitat restoration and resource protection efforts;
- Industrial developments;
- Transportation facilities, including Bay bridges and shoreline highways; and
- Shoreline parks and open spaces.

Essential job duties of the Regulatory Director include, but are not limited to:

- Lead, teach, and encourage a 21-person multi-disciplinary staff that:
  - analyzes and resolves complex issues relating to agency jurisdiction and authority;
  - analyzes, evaluates, and makes recommendations on all applications for permits, federal consistency determinations, and amendments thereto;
  - ensures compliance with Commission authorizations and requirements;
  - resolves alleged violations of laws and permits and proposes appropriate penalties; and
  - participates internally with BCDC's Planning division to address Bay-wide issues.
- As a member of BCDC's Senior Staff, participate in and help direct agency-wide initiatives, ensure maximum internal coordination, collaboration, and partnerships among different divisions, represent staff before the Commission and represent the Commission externally, and be prepared to lead the agency when required or requested.
- Resolve complex issues among competing concerns, always in BCDC's best interests, arising from innovative and complex project proposals, competing demands on limited staff capacity, and changing external circumstances and developments.
- Oversee and occasionally lead complex regulatory negotiations with external parties and ensure that any proposal presented to the Commission for its consideration is consistent with BCDC laws and policies and reflects Bay Area-wide needs.
- Formally represent BCDC before a wide variety of public agencies and jurisdictions.

**Employment Term.** The position is expected to begin employment on or near January 2022.

**Salary and Benefits.** State Classification: Career Executive Assignment \$7781 - \$11,183 per month

"Career executive assignment" means an appointment to a high administrative and policy influencing position within the state civil service in which the incumbent's primary responsibility is the managing of a major function or the rendering of management advice to top-level administrative authority. Such a position can be established only in the top managerial levels of state service and is typified by broad responsibility for policy implementation and extensive participation in policy evolution. Assignment by appointment to such a position does not confer any rights or status in the position other than provided in Article 9 (commencing with Section 19889) of Chapter 2.5 of Part 2.6.

CEAs are to be limited to only the highest, most critical positions that have continuous, direct interface with department directors and constitute the executive management team. CEAs must have a decisive role in their department's policy-making, and should have regular involvement in department-wide policy and program management. The influence of the position should be comparable to other CEA positions within the department or other similar departments. Significant policy creation and program management responsibility are a mandatory aspect of CEA positions.

Benefits include paid vacation/sick leave or annual leave; public transit subsidy; 11 paid holidays each calendar year; health, dental, and vision benefits; and deferred compensation and retirement programs.

**Eligibility.** All individuals who are eligible to be appointed to this Career Executive Assignment (CEA) by the State of California. Individuals on the Coastal Program Manager are encouraged to apply. Current state employees or former state employees with transfer or reinstatement rights are also encouraged to apply.

**Filing.** To apply, please submit: 1) a resume; 2) a State Application Form (STD 678) (available at [www.jobs.ca.gov](http://www.jobs.ca.gov)); 3) a brief writing sample (5 pages or less); and 4) a minimum of three references to:

**Human Resources Office  
CA Coastal Commission  
455 Market Street, Suite 300  
San Francisco, California 94105  
(415) 904-5430 or toll free (866) 831-2540  
[HumanResources@coastal.ca.gov](mailto:HumanResources@coastal.ca.gov)**

**Applying.** The position will be open until filled. Applications will be screened and only the most qualified candidates will be interviewed. No relocation expenses will be reimbursed.

In the Job Title section of the State of California Application (STD 678), please clearly indicate that you are applying for the “Regulatory Programs Director” position.

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

**For More Information.** See website at: [www.bcdc.ca.gov](http://www.bcdc.ca.gov) or contact Peggy Atwell, Director of Administration at [peggy.atwell@bcdc.ca.gov](mailto:peggy.atwell@bcdc.ca.gov) for more information.

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.