



The League of California Cities invites your interest for the position of:

## **Legislative Affairs Lobbyist**

### *Housing, Community, and Economic Development (HCED)*

November 2023

#### **Position Description**

The League of California Cities is seeking a talented and professional Legislative Affairs Lobbyist with a focus on Housing, Community, and Economic Development (HCED) issues.

Representing the voice of municipal government, lobbyists serve a vital role in advancing Cal Cities' advocacy efforts and policy development process. Engaging in highly complex advocacy activities, the housing and land use lobbyist promote and protect local control by actively communicating the interest of cities.

Responsibilities include:

- Communicating the interest of cities to the Governor, Legislature, city officials and the public.
- Working with elected officials and staff within the Governor's office and Legislature to shape public policy involving housing, land use and redevelopment issues.
- Serving as a liaison within intergovernmental and public interest group settings.
- Attending and making presentations at legislative hearings and meetings.
- Negotiating compromises with competing interest groups.
- Serving as a liaison with public and private sector interest groups.
- Supporting Cal Cities' policy development process.
- Informing city officials on legislative and regulatory actions impacting housing, land use and redevelopment activities and policy.

#### **Legislative Affairs Department**

The Legislative Affairs department is fundamental to the Cal Cities mission to protect local control. Supporting the development of policy and advocating cities interests, the department serves a vital link in the exchange of information between city officials and the Legislature, Governor, state agencies and various interest groups. The department works to shape issues that are important to cities operating from the belief that advocacy and policy development are most effective through coalition building and collaboration.

#### **Cal Cities**

Headquartered in downtown Sacramento, since 1898 the League of California Cities has been an active partner in local government. Cal Cities mission is to expand and protect local control for cities through education and advocacy to enhance the quality of life for all Californians. Reflecting the diversity of California, each Cal Cities employee is a vital partner in the organization's mission and success.

Employment opportunities are located at: <https://www.calcities.org/join-our-team>

**Reflecting the diversity of California, the League of California Cities is an equal opportunity employer.**

## Cal Cities Culture

Cal Cities is dedicated to creating a collaborative and inclusive environment where passionate professionals can thrive. We're looking for candidates who are focused, driven, and above all else, seeking deeper meaning in their work. If you also have a passion for public service, local government, advancing equity, and working with dynamic, talented teammates, this just might be the right place for you.

## Qualifications & Experience

The position requires an individual who has a substantive understanding of the legislative process as well as a working knowledge of housing and land use laws and regulations. An outgoing personality along with the ability to immediately grasp issues and articulate well-reasoned positions is essential. A demonstrated capacity to successfully negotiate measured outcomes with diverse interest groups is a must. The ability to manage competing deadlines while balancing time in and outside the office is a key attribute.

A Bachelor's degree in political science, planning, economics, communications, history, or related field is required. A juris doctor, or graduate degree in a related field is desirable. Minimum five years progressively responsible experience with demonstrated success in legislative or local government advocacy, and knowledge in assigned subject matter or a combination of education and experience which provides the required knowledge, skills, and abilities. Nonprofit membership association experience is a plus.

## Work Schedule & Office Location

Cal Cities' normal work week is Monday through Friday, 8:30 a.m. to 5 p.m. However, the position does require early morning, evening and weekend hours as dictated by responsibilities, workload, and legislative process. Overnight and multi-night travel as needed.

## Compensation & Benefits

**Salary:** Depending on qualifications. Salary range is \$97,600 - \$161,039.

**Retirement:** California Public Employees Retirement System (CalPERS) 2% at 60 for classic CalPERS members; 2% at 62 for new CalPERS members.

**Deferred Compensation:** Employees may defer compensation through Cal Cities' Mission Square defined contribution plan.

**Health/Dental/Vision Insurance:** Employees participate in an optional benefit program that includes dental insurance, vision insurance and medical coverage selected from three HMO and two PPO plans.

**Life Insurance:** Employer-paid \$50,000 life insurance coverage for employees. Supplemental employee-paid coverage is available.

**Other Benefits:** Under employer's optional benefit program, employees may use a portion of their salaries on a pre-tax basis to cover childcare and/or certain health care expenses.

**Vacation:** Two weeks annually; three weeks after five years of service.

**Holidays:** Employees receive twelve paid holidays annually.

**Sick Leave:** Employees earn twelve days annually.

## Recruitment/Decision Schedule

The goal is to complete the recruitment process at the earliest opportunity and welcome the new team member on board as soon as possible.

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