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.

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

**Legislative Affairs, Lobbyist**

*Revenue and Taxation*

November 2022

**Position Description**
The Legislative Affairs, Lobbyist is responsible for revenue and taxation issues and serves a vital role in advancing the organization’s advocacy efforts and policy development process.

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 administration, the Legislature to shape public policy in a wide range of issues including state and local budgets, sales and use taxes, property taxes, franchise fees, annexations, short term rentals, among other things.
- Attending and presenting at legislative and regulatory hearings and meetings.
- Negotiating with lawmakers, public agencies, coalition members and competing interest groups.
- Serving as a liaison with public and private sector interest groups.
- Supporting the Cal Cities’ policy development process.
- Informing city officials on legislative and regulatory actions impacting governance, transparency, and labor relations issues and policies; and
- Interacting with public and private sector representatives throughout California.

**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. Providing legislative advocacy, educational and informational services to cities, Cal Cities mission is to enhance the quality of life for all Californians by protecting local control. Reflecting the diversity of California, each Cal Cities employee is a vital partner in the organization’s mission and success.

**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

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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**

We seek a dynamic and experienced person to fill this critical role with Cal Cities. The position requires an individual who has a substantive understanding of the legislative process as well as a working knowledge of revenue and taxation 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.

Candidates must have four years of experience lobbying or working for the California legislature. Knowledge of general local government operations and budgets, sales and use taxes, and general fiscal knowledge is preferred. A strong commitment to local government is essential. A Bachelor’s degree is required; a Master’s degree or Juris Doctor is preferred. 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 $94,757 - $156,349.

**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 457 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 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.

**Management Time Off (MTO):** Management employees accrue four days per year.

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

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

**Recruitment/Decision Schedule**

Recruitment for the Legislative Affairs Lobbyist will be ongoing until the position is filled. 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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