



CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

- **Job Title:** Housing & Community Development Specialist I
- **Working Title:** Housing Policy Specialist – Technical Assistance and Accountability
- **Salary:** \$5,913.00 - \$7,402.00 per month
- **Final Filing Date:** 07/30/21
- **Work Type/Schedule:** Permanent, Full time
- **Location:** Sacramento County

Description:

Under general direction, the Housing and Community Development Specialist I, is responsible for conducting research and providing technical expertise for housing and community development policies activities. Independently responsible conducting research, analysis and development of program and policy recommendations for consideration by executives. Research conducted includes issues that impact housing, such as homelessness, land use and planning, public health, disaster preparedness and recovery, climate change, transportation, housing for special needs populations, and government planning and financing programs based upon personal assignment. Serve as a conduit between the Division and a wide variety of external stakeholders.

Desirable Qualifications:

- Extensive experience in local planning and housing development, housing legislation, and/or housing data and research
- Experience conducting policy analysis, including research and using complex data
- Experience working with a variety of stakeholders
- Excellent verbal communication and presentation skills
- Experience producing public facing policy documents, presentations, and talking points; and developing communication support for major policy initiatives, including eblasts and social media support Experience with common software applications, such as: Word, Excel, Outlook, PowerPoint
- Project management experience as a project lead

Please click [HERE](#) to apply.