



CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

- **Job Title:** Housing and Community Development Representative II
- **Working Title:** Telework Option – Housing Policy Analyst
- **Salary:** \$5,652.00 - \$7,079.00 per month
- **Will Consider:** Housing and Community Development Representative I
\$3,800.00 - \$5885.00 per month
- **Final Filing Date:** 11/18/21
- **Work Type/Schedule:** Permanent Full time
- **Location:** Sacramento County

Description:

This position is eligible for full-time telework under Government Code 14200 for eligible applicants residing in California.

Under general direction, the Housing and Community Development Representative II is responsible for providing technical assistance, policy analysis, and research on issues that relate to fair 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. Incumbents work in a team environment and may provide guidance and direction as lead or mentor to other staff members.

Desirable Qualifications:

- Knowledge of housing, land use, planning, policy and data analysis, and/or program development and administration
- Experience with stakeholder and/or public outreach
- Strong communication skills (written, verbal, and inter-personal)
- Strong analytical and organizational skills
- Ability to work independently and as part of a team
- Knowledge of the challenges related to housing affordability, policy implementation, community development and planning, fair housing, homelessness, real estate development and operations, and/or disaster response and recovery
- Skill with Microsoft Office software (Word, Excel, Outlook, PowerPoint).
- Familiar with the areas of California State government or other policy making practices including the legislative process.
- Education or experience in planning, public policy, public administration, or other housing & community development topics, or coursework in policy analysis, statistics, urban planning, real estate, or land use.

Please click [here](#) to apply.