



CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

- **Job Title:** Housing and Community Development Specialist I
- **Working Title:** Telework Option: Housing Policy Specialist
- **Salary:** \$5,913.00 - \$7,402.00 per month
- **Final Filing Date:** 06/13/22
- **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 Specialist I in Land Use and Local Government Relations is responsible for a variety of activities related to high-level policy, program, regulatory, technical assistance, and accountability and enforcement functions, including planning grants, incentive programs, and compliance with housing element and other key state housing laws. Independently responsible for conducting all related activities, such as housing element reviews and enforcement, research, analysis, and development of program and policy recommendations for consideration by executives. The Specialist I also serve as a conduit between the Division and a wide variety of internal and external stakeholders.

Desirable Qualifications:

- Experience with land use planning, housing policy, and/or real estate development in the capacity of an employee of, or consultant to, local governments, nonprofit organizations, or housing developers.
- Experience drafting complex materials such as policy briefs, reports, or technical assistance documents.
- Experience communicating with (written, verbal, and interpersonal) and presenting to a variety of stakeholders.
- Experience with project management and working independently and as part of a team.
- Experience with legislative and regulatory review and analysis.

Please click [here](#) to apply.