



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

## Legislative Affairs, Lobbyist

### *Transportation, Communications, and Public Works*

August 2020

#### Position Description: Legislative Affairs Lobbyist

The Legislative Affairs Lobbyist is responsible for transportation, communications, and public works 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 Legislature to shape public policy in a wide range of issues including transportation planning, technology, funding, construction, public works, broadband, and telecommunications;
- Attending and making presentations 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 League's policy development process;
- Informing city officials on legislative and regulatory actions impacting transportation, communications and public works issues and policies; and
- Interacting with public and private sector representatives throughout California.

#### Legislative Affairs Department

The Legislative Affairs department is fundamental to the League's 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.

#### The League

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

Employment opportunities are located at: [www.cacities.org/employment](http://www.cacities.org/employment)

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

services to cities, the League's mission is to enhance the quality of life for all Californians by protecting local control. Reflecting the diversity of California, each of the League's employees is a vital partner in the organization's mission and success

### Qualifications & Experience

We seek a dynamic and experienced person to fill this critical role with the League of California Cities. The position requires an individual who has a substantive understanding of the legislative process as well as a working knowledge of transportation, communications, and public works 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 transportation issues, telecommunications and broadband, and public works is a requisite. A strong commitment to local government is essential. A Bachelor's is required; a Master's degree or Juris Doctor is preferred. Nonprofit membership association experience is a plus.

### Work Schedule & Office Location

The League's 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 occurs monthly.

### Compensation & Benefits

**Salary:** Depending on qualifications.

**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 up to \$19,500 per year through the League's ICMA/RC 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.

Employment opportunities are located at: [www.cacities.org/employment](http://www.cacities.org/employment)

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

**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.

#### Application Procedure

Please submit a cover letter, resume and salary requirements to:

- [careers@cacities.org](mailto:careers@cacities.org)
- Enter "Legislative Affairs Lobbyist" in the subject line.

Employment opportunities are located at: [www.cacities.org/employment](http://www.cacities.org/employment)

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