



***League of California Cities
Legislative Representative
Sacramento CA
February 2018***

The League

The League of California Cities was founded in 1898 with a mission to expand and protect local control for cities through advocacy and education to enhance the quality of life for all Californians. The League's office is in downtown Sacramento in close proximity to the state Capitol.

Legislative and Policy Development Department

The eleven-person 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.

Legislative Representative Position

The legislative representative will be responsible for public safety issues and may be assigned legislation in other policy areas. The legislative representative 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 public safety issues affecting fire, police and other emergency services, disaster response, criminal penalties, cannabis regulation, alcohol regulation, massage regulation, drones and other matters. The legislative representative may also be assigned to work on legislation in other issue areas, as needed;
- 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 public safety issues and policies ; and
- Interacting with public and private sector representatives throughout California.

Qualifications & Experience

The position requires an individual who has a substantive understanding of the legislative process as well as a working knowledge of public safety laws and regulations. An outgoing personality along with the ability to analyze complex 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.

Employment opportunities are available at www.cacities.org/employment

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

Candidates should have four years of experience lobbying or working for the California Legislature. A working knowledge of public safety issues and 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:** Depends on Qualifications.
- **Retirement:** California Public Employees Retirement System (CalPERS) 2% at 60 for classic CalPERS members; 2% at 62 for new (PEPRA) CalPERS members.
- **Deferred Compensation:** Employees may defer up to \$18,500 per year through the League's ICMA/RC defined contribution plan.
- **Health and Dental:** Employees may select medical coverage from two HMO and one PPO plans; dental insurance is a PPO plan.
- **Life Insurance:** League-paid \$50,000 life insurance coverage for employees; supplemental employee-paid coverage is available.
- **Other Benefits:** Under the League's Section 125 Plan, employees may use a portion of their salaries on a pre-tax basis to cover child care and/or certain health care expenses.
- **Vacation:** Two weeks annually; three weeks after five years of service.
- **Holidays:** League employees receive twelve paid holidays annually.
- **Sick Leave:** Employees earn twelve days annually.

Recruitment/Decision Schedule

Recruitment for the public safety legislative representative 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 resume and salary requirements to:

Preferred: careers@cacities.org

Alternative: **League of California Cities**
Attention: Human Resources Director
1400 K Street Ste 400
Sacramento CA 95814

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