



## JOB ANNOUNCEMENT:

DIRECTOR OF LEGISLATIVE AND REGULATORY ADVOCACY

Location: Sacramento, CA

### About the California Housing Partnership

Created by the Legislature in 1988 as a private nonprofit organization with a public mission, the California Housing Partnership (the "Partnership") plays a unique role in California's struggle to provide housing that is affordable and sustainable to working families, homeless, veterans, seniors and the disabled. The Partnership is a "do-and-think-tank" that uses the experience gained from helping hundreds of nonprofit and local government partners leverage \$18 billion to create and preserve 70,000 affordable and sustainable homes over the past 30 years. We are the trusted advisor to these mission-driven organizations, helping them envision and execute multilayered plans for creating and preserving sustainable affordable rental housing. We are also the trusted advisor to the staff of elected officials who pass laws to provide the necessary resources and the state and local government housing organizations that allocate these resources.

**Position Summary:** The Director of Legislative and Regulatory Advocacy works in close coordination with Partnership's CEO and senior leadership team to advance California state legislation and regulations and to a lesser extent, federal housing legislation and funding in Washington, D.C., that further our mission. The position provides a focal point for legislative and regulatory policy work internally and also coordinates positions and efforts with our external allies in California and D.C. This is a full time, exempt position located in Sacramento, and reports to the CEO.

### Essential Duties and Responsibilities

- Work closely with the Partnership's CEO on developing ideas for affordable housing-related legislation and with the senior leadership in shaping regulations and guidelines affecting affordable housing production, preservation and protections for low-income renters;
- Assist the CEO, staff and board to develop advocacy positions and strategies to achieve organizational goals;
- Track, summarize, analyze, and, in coordination with the CEO, advocate on state and federal legislation, budget items and regulations related to affordable housing production, preservation and protections for low-income renters;
- Lead in drafting, reviewing and communicating regulatory and legislative comment letters based on input from CEO appropriate staff;
- Represent the Partnership verbally and in writing to State and federal lawmakers, their

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#### SACRAMENTO

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Tel: (858) 617-0579

#### SANTA BARBARA

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Santa Barbara, CA 93101  
Tel: (805) 914-5401

- staff, and housing and clean energy agency officials;
- Working with the CEO and other senior staff, represent the Partnership in a variety of membership coalitions and state, regional and federal meetings and conferences;
- In consultation with the CEO, write periodic legislative and regulatory updates for internal and external use;
- Provide technical support to Partnership staff on legislative and regulatory issues;
- Regularly and actively participate in all staff meetings;
- Assist in developing funder proposals and reports related to the above.

### Qualifications and Requirements

- At least five years of experience in developing state and/or federal legislation and/or regulations related to affordable housing production, preservation and protections for low-income renters required; more years of experience preferred;
- Bachelor's degree required; advanced degree in public policy, law, planning or related field preferred;
- Extensive knowledge of California and federal affordable housing finance programs and agencies required;
- Demonstrated commitment to advancing economic and social justice for low-income individuals, communities of color, families, seniors, and people experiencing homelessness required;
- Strong understanding of California legislative and budgetary process and politics required; solid understanding of federal legislative and budgetary process and politics preferred;
- Strong organizational, work planning, and project management skills, and ability to handle multiple competing demands;
- Demonstrated ability to work independently and in collaboration with staff, board members, community partners, and people with diverse backgrounds, beliefs, and political views;
- Strong interpersonal skills and ability to thrive in a complex, fast-paced, team-based, complex work environment;
- Excellent public speaking and writing skills, with an ability to communicate with diverse audiences;
- Ability and commitment to regularly use video conferencing to communicate internally;
- Proficiency with Apple computers and OS X standard applications and Microsoft Office products including Excel, Word and PowerPoint;
- Able and willing to drive a car between Sacramento and San Francisco and take commercial airline flights within California regularly and between California and Washington, D.C. occasionally.

**Equal Opportunity Employer:** The California Housing Partnership is an equal opportunity employer where diversity is considered an asset. For more information about the Partnership, visit our website at [www.chpc.net](http://www.chpc.net).

**Compensation:** Salary for this position is based on experience and skill level; compensation includes a competitive package of benefits including health, dental, vision, chiropractic/acupuncture, transit subsidy, and 403(b) retirement plan.

**To Apply:** Send Cover Letter and Resume to Amanda Isbell ([aisbell@chpc.net](mailto:aisbell@chpc.net)) with the subject line “Application for Director of Legislative and Regulatory Advocacy – [YOUR LAST NAME]” by Thursday, **August 29, 2019.**