



## **Job Announcement**

# **WATER RESOURCES POLICY ANALYST**

Heal the Bay is a regional environmental nonprofit organization dedicated to making Santa Monica Bay and Southern California coastal waters safe and healthy for people and marine life. Progress toward the mission is achieved by effectively combining the use of science, advocacy, community outreach, and public education to create positive change in our local environment.

### **Position Summary:**

The Water Resources Policy Analyst is responsible for water quality and water resources-related technical and policy projects for the organization. This consists of critically evaluating water quality permits, stormwater programs and pollution controls, wastewater issues, Total Maximum Daily Loads (TMDLs) and other water quality and water resources-related policies and regulations from both a scientific and policy perspective. The Analyst will represent Heal the Bay at public meetings and stakeholder groups and advocate for strong water quality and water resources-related policies and regulations.

### **Functions Include:**

- Track specific science and policy issues at regional and state levels and ensure that deadlines are met for public comments and other products;
- Critically analyze and provide written comments on scientific, technical and policy issues related to water quality and water resources;
- Represent Heal the Bay's positions at public meetings, hearings and other forums;
- Work closely with other Heal the Bay staff on inter-departmental projects and programs;
- Support management of project grants;
- Create and maintain relationships with government agency staff, nonprofit partners, scientific researchers and other environmental stakeholders;
- Develop issue paper topics to investigate water quality and water resources management problems and conduct associated research and analysis;
- Support development of educational and outreach campaigns with internal and external participants around key issues;
- Distill technical information into easily understandable written materials and oral presentations;
- Participate in weekly department meetings, weekly staff meetings, weekly meetings with manager and occasional board meetings.

### **Experience and Skills Required:**

- Strong passion for Heal the Bay's mission and a love for the environment;
- Bachelor's degree in environmental science, engineering, or related field is required at minimum; graduate degree is preferred;
- Strong background in water quality policy, understanding of regulatory and policy processes, and knowledge of local issues relating to water resources;
- Experience with water resources management and natural resources economics preferred;
- Strong interpersonal and communication skills, with public speaking experience;
- Strong writing skills;
- Excellent organizational, analytical and project planning skills;
- Strong problem solving skills;

- Ability to work independently and cooperatively as part of a team;
- Proven ability to work under pressure, multitask and meet deadlines;
- Demonstrated proficiency with Microsoft Office (e.g. Word, Excel and Power Point);
- Ability to travel throughout the Los Angeles area, and occasional trips to Sacramento;
- Some evening and weekend work is required; and
- Must have a valid driver's license and consistent access to a vehicle

This is a full time salaried position with health, dental, vision and vacation benefits. Participation in some weekend and evening events, and regional and statewide travel is necessary.

**Application Information**

**Salary Range:** \$40-\$48,000 based on experience

**Benefits:** Heal the Bay offers full benefits

**Please forward cover letter, resume and salary requirements to:**

[www.healthebay.org/jobs](http://www.healthebay.org/jobs) to apply online.

Heal the Bay is an equal opportunity employer and actively recruits to promote diversity in our workforce.