



## **Legislative and Regulatory Affairs Advocate**

Policy - Sacramento, California

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### **ABOUT HOUSING CALIFORNIA**

Since 1988, Housing California (Housing CA) has worked to create a California with homes, health, and prosperity for all in thriving, sustainable communities. We bring together a diverse, cross-sector network to prevent and end homelessness, increase the supply of safe, stable, affordable homes, and reverse the legacy of systemic racial and economic inequities by building power among the people most impacted by housing injustice, shaping the narrative, and advocating for the passage of transformative statewide policy solutions. Learn more about long term policy agenda [here](#) (which is in the process of a refresh) and explore additional information about Housing CA's current legislative priorities on our website at [www.housingca.org](http://www.housingca.org).

**Housing California seeks candidates with a proven ability to collaboratively advance transformative statewide policy to fill our Legislative and Regulatory Affairs Advocate position.**

### **POSITION SUMMARY**

The Legislative and Regulatory Affairs Advocate will help advance Housing California's mission and vision by championing legislative, regulatory, and budgetary policy priorities that address homelessness and other associated topics as a thought partner and a collaborative member of the Legislative and Regulatory Affairs team.

In collaboration with Housing California's legislative and regulatory affairs, narrative and strategic communications, and power building teams, Board of Directors, Residents United Network (RUN) leaders and other individuals with lived expertise of housing instability and homelessness, and cross-sector allies, the Legislative and Regulatory Affairs Advocate works to develop policy priorities and advocacy strategies; mobilize partners and cross-sector allies to support our policy priorities; and grow and nurture relationships and partnerships with key legislators and coalitions.

### **WHAT YOU WILL DO**

In collaboration with other members of the Legislative and Regulatory Affairs Team:

- Develop the organization’s annual homelessness policy agenda, in alignment with the Roadmap Home 2.0 and our Strategic Plan.
- Develop and advance advocacy positions and strategies to achieve organizational goals and adapt strategy to changing conditions.
- Track, analyze, and advocate to shape legislation, administrative, and regulatory policy, and state budget requests that impact the people and organizations we serve.
- Draft letters, media communications, action alerts, newsletters, internal memos, and other written communications focused on our policy work.
- Build, support, grow, and shape networks and coalition to advance Housing California policy priorities. This includes leading committees, workgroups, and coalitions organized by Housing California (e.g., collaborative strategy development, meeting planning and facilitation, notetaking, task implementation, ongoing coordination, etc.) as well as representing Housing California on coalitions led by other partners.
- Support and partner with the Residents United Network, Housing California’s locally connected, regionally organized, statewide community organizing network.
- Coordinate proactive planning with resident leaders, cross-sector partners, and allies to ensure effective advancement of Housing California’s priority budget asks and legislative bills, as well as implementation of new programs.
- Engage with key national partners on critical federal policy issues and funding, when appropriate.
- Collaborate with other Housing CA teams to coordinate planning, scheduling, and administration of Housing California's Advocacy Day.
- Contribute to organizational planning and actively support the development, implementation, tracking, and evaluation of legislative and regulatory team goals and workplans.
- Support cross-departmental collaborations and assist with other organizational responsibilities that further the strategic goals of the organization.

## WHO YOU ARE

- **Committed to Justice:** You demonstrate a deep and ongoing commitment to racial, gender, disability, economic, and housing justice—and consistently work to uphold these values in your practice and leadership. Expertise in how systems and policy changes are implemented and experienced by low-income Californians.

- **Mission Aligned:** You bring professional experience in housing justice or a closely related field such as community development, urban planning, health equity, criminal justice reform, education, disability justice, food insecurity, climate justice, or labor.
- **Policy and Systems Experience:** You have a minimum of 3 years of related policy, campaign, and/or advocacy experience - preferably on behalf of low-income communities and communities of color. You have the ability to review, distill, and translate research and data into clear policy recommendations and a compelling call to action. You have a strong understanding of California politics and state government processes. You ideally also have experience working in the California legislative and budget process.
- **Clear and Effective Communicator:** You are a strong communicator—both written and verbal—and can engage effectively (e.g., clarity, brevity) with policymakers, media, community-based organizations, residents of affordable housing, people experiencing homelessness, advocates, funders, and cross-sector partners.
- **Collaborative and Inclusive:** You have a demonstrated ability to build trust and collaborate across lines of difference to advance shared goals. You are a skilled facilitator who brings groups together to learn, manage conflict, and make collective decisions that lead to justice-oriented outcomes. You have the ability to ensure coalition spaces reflect Housing CA's values of equity and inclusion and support shared leadership models—particularly centering impacted communities and grassroots partners.
- **Agile and Adaptable:** You are tenacious, flexible, and thrive in dynamic environments. You are comfortable navigating ambiguity and challenges while maintaining focus on driving change.
- **Learning- and Outcomes-Oriented:** You embrace learning and adapting as part of your work, thriving in a fast-paced environment where continuous improvement and flexibility are valued.
- **History of Accomplishment:** You have a demonstrated commitment to meeting a high bar and a history of getting things done. You are a strategic and creative thinker who is able to keep hold of a big picture vision while also managing to execute on the day-to-day details through strong project management skills and with minimal guidance.
- **Willingness to Travel:** You are willing and able to travel periodically and attend early morning and evening obligations.

#### Other Desired Skills

- Familiarity with homelessness programs and/or policy

- Lived experience of homelessness or housing insecurity or experience working with people with lived experience.
- Knowledge of the different levers of change, including the role of movements and organizing, advocacy, and campaigns.
- Experience using online advocacy, data tracking, and project management tools.

*Our ideal candidates may have experience that doesn't directly match the qualifications above, and we encourage people with equivalent experience to apply.*

## **COMPENSATION, BENEFITS, AND LOCATION**

This is a full time, exempt position with a salary range of \$85,000-\$100,000. This position is located in Sacramento.

Benefits package includes fully paid medical, dental, and vision for employee and 25% paid medical, dental and vision for dependents, paid parental leave, long-term disability and group life insurance coverage; commuting subsidy; cell phone subsidy; stipend for at home internet connection; 403(b) retirement plan with 3.5% employer contribution; generous vacation (3+ weeks, depending on tenure), sick leave (8 hours per month + employees start with 8 hours of leave), 12 paid holidays; our annual week-long organization-wide closure during the last week of December and a shortened workweek during the summer legislative break; training and professional development opportunities; and a hybrid work environment.

## **OUR CULTURE**

Housing California is committed to creating a just, equitable, diverse, and inclusive workplace that fosters a culture of belonging, ongoing learning and collaboration, and supports, stabilizes, and incentivizes people to join the Housing California team and stay for the long game.

We value having staff who come from communities that are most impacted by the issues we address. We especially encourage Black, Latinx, Indigenous, and people of color; people from families that have immigrated to the U.S.; people who have been unhoused or experienced housing instability; women; LGBTQIA+ people; system-impacted people; and people with disabilities to apply for these positions.

We aim for our work to be both effective and sustainable; we balance required travel during some parts of the year and the fast-paced legislative calendar with a commitment to our team's mental and physical health.

## **HOW TO APPLY AND HIRING PROCESS**

We will accept applications until the position is filled. The interview process may include two to three rounds of interviews and a short activity. If you have questions regarding your qualifications for this position, compensation or benefits, our process or internal timeline

for hiring, or suggestions for how to improve this announcement or the opportunity itself, please email Jenny Welch ([jwelch@housingca.org](mailto:jwelch@housingca.org)). Click [here](#) to apply for this position.