



**TITLE:** Legislative and Regulatory Affairs Director  
**ROLE:** Full Time, Exempt (FTE based on 40-hr/week)  
**SALARY:** \$115,000 - \$145,000  
**LOCATION:** Sacramento

## 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).

## POSITION SUMMARY

The Legislative and Regulatory Affairs Director will lead the development and execution of Housing CA's legislative and regulatory strategy, with a primary focus at the state level. This role is central to translating policy ideas into legislative outcomes by leveraging a deep understanding of the legislative and regulatory landscape, engaging strategically with policymakers, converting evidence-based solutions into actionable initiatives, collaborating closely with partners, and driving cross-organizational efforts toward systems and policy change.

Reporting to the Deputy Director of Programs, the Director will manage a team dedicated to advancing state policies and regulatory reforms and will play a key role in the overall success of the organization. As a senior leader, this position champions the integration of legislative strategy with grassroots organizing, narrative change, and long-term movement building.

We are seeking a candidate who not only understands how California policy and politics function but also views legislation as a powerful tool to transform systems, redistribute power, and advance racial, social, and economic justice. Our organization is committed to maintaining a "big tent" approach—working collaboratively across sectors and disciplines to achieve meaningful systems and policy change.



## WHAT YOU WILL DO

### **Legislative Policy Advocacy Strategy**

- Bring deep knowledge of the legislative landscape to advise on and identify strategic pathways for advancing policies.
- Cultivate and maintain relationships with legislators, legislative staff, caucuses, the Governor's office, administrative agency representatives, and fellow advocates. Engage these stakeholders through education, meetings, and collaboration to inform, develop, and advance effective policies.
- Plan, advise, and oversee the activities of a team to implement legislative, administrative, and regulatory strategies aimed at achieving both short- and long-term policy goals. The Director ensures Housing CA staff and consultants are present at hearings, briefings, and coalition meetings, and oversees the development of position papers, testimony, fact sheets, and other advocacy materials—in close collaboration with coalition partners and internal team members.
- Provide leadership in the planning and execution of key organizational initiatives and events where policy and legislative issues are central. This includes the Residents United Network Annual Summit, Housing CA's Annual Advocacy Day, quarterly policy town halls, and Roadmap Home-focused convenings.
- Collaborate with the Narrative and Strategic Communications team, the Power Building team and Residents United Network, the Strategic Initiatives team, and the Policy Committee to build public support and political will for Housing CA's annual policy agenda. This includes supporting media strategy, public-facing communications, and political strategy to engage cross-sector partners and strengthen relationships with policymakers.

### **Coalition and Network Engagement**

- Oversee Housing CA's engagement in networks and coalitions to shape strategy, align influence, and build consensus. Build, support, and grow collaborative networks and coalitions to advance Housing CA's policy priorities, with a focus on, and in alignment with, the Roadmap Home agenda. This includes leading coalitions convened by Housing CA as well as representing the organization in coalitions led by external partners.
- Address policy and regulatory barriers through actionable policy proposals. This includes advancing the Roadmap Home and addressing the most pressing issues prioritized by the Residents United Network.



- Plan and lead a collaborative process of forming Housing CA's policy agenda through our Policy Committee by engaging and consulting partner organizations, coalition partners, and other groups to seek clarity on relevance, urgency, feasibility, and impact of potential policy positions.

## Organizational & Team Development

Participate as an organizational leader, shaping and ensuring the effective implementation of our mission, values, and culture, including:

- Represent Housing CA as a member of the senior leadership team in external events and press engagements.
- Collaborate with the leadership team to shape and advance the organization's strategic objectives, ensuring that legislative and regulatory work is fully integrated into organizational planning, budgeting, and outcomes tracking.
- Lead a productive and collaborative team by hiring, managing, mentoring, and coaching staff. Support their growth through professional development opportunities and by fostering an environment of continuous learning.
- Partner with fellow leadership team members to cultivate an organizational culture that reflects our values, advances racial equity, promotes open communication, disrupts institutional racism, and fosters a strong sense of belonging.
- Contribute to fundraising efforts and compliance reporting at the state and federal levels to support and sustain our mission-driven work.
- Support additional organizational responsibilities and initiatives that align with and advance Housing California's strategic goals.

## 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 10+ years of relevant experience in policy, advocacy, and/or campaign work—preferably on behalf of low-income



communities and communities of color. You possess in-depth knowledge of California politics and the state's budget, legislative, and regulatory processes.

- **Strategic Leadership:** You have substantial, hands-on experience managing a legislative program and team. You are able to articulate and implement a strategic vision within a cross-functional organization, aligning efforts to achieve mission-driven goals.
- **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.
- **Clear and Effective Communicator:** You are a strong communicator—both written and verbal—and can engage effectively 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.
- **Learning- and Outcomes-Oriented:** You embrace learning and adapting as part of your work, thriving in an environment where continuous improvement and flexibility are valued. You are tenacious and committed to moving change through ambiguity and challenges to find a path forward.
- **Willingness to Travel:** You are willing and able to travel and attend early morning or evening obligations.

**Additional experience that would be welcomed, but is not required:**

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



- Fluency or high proficiency in Spanish.

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 that reports to the Deputy Director of Programs. The Director will serve as a manager to at least two staff – currently two Senior Policy Advocates – and oversee related consultants. The salary range is between \$115,000 - \$145,000, depending on experience.

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/at home internet subsidy; 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; 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.

This position is based in our office in Sacramento and requires a significant in-person presence in and around our office and the state capitol in downtown Sacramento. The position will have the opportunity to work remotely from their home if their presence is not needed in the office or around the capitol.

The position is expected to participate in regular travel (mostly in California) including the following engagements: twice yearly Board of Directors meetings (sometimes held in Sacramento); annual 2-3 day staff retreat; annual 3-day Housing California conference (often in Sacramento); annual 2-3-day statewide RUN summit (sometimes in Sacramento); plus various conferences or in-person partner meetings, based on need and interest.

## **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 & HIRING PROCESS**

We will accept applications until the position is filled. The interview process will include one 30-minute screening call followed by three 60-90-minute interviews and a written/presentation activity.

To apply, please use the link below:

<https://housingcalifornia.bamboohr.com/careers/41>

If you have questions regarding your qualifications for this position, compensation/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)).