



Campaign Assistant California (Remote)

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 cultivating, connecting, and leading statewide, cross-sector coalitions & grassroots networks, shaping the narrative on housing affordability and homelessness, 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 will launch in January 2026) and explore additional information about Housing CA's legislative priorities on our website at www.housingca.org.

We are looking for a Campaign Associate to provide support for the Statewide Affordable Housing Advocacy Committee (SHAC) to strengthen field alignment and advance transformative, racially just housing policy. Co-anchored by Housing California, SHAC convenes advocates and community leaders to protect critical housing and homelessness resources, secure near-term policy wins, and build momentum for long-term, permanent funding for housing and homelessness in California. This role provides supportive functions to maintain the core infrastructure for SHAC, coordinate partner contributions, and expand strategic partnerships—including deeply aligned organizations, groups with shared constituencies, organized labor, and select private-sector actors—to grow collective power and advance key priorities from the [Roadmap Home](#).

POSITION SUMMARY

The Campaign Associate plays a key role in advancing Housing California's mission and our work to design and execute high-impact campaigns that advance SHAC's advocacy priorities across California. This position provides supportive functions across many activities, including building and managing complex coalitions, translating policy goals into winning campaign plans, and coordinating tactical implementation of electoral, defensive, and issue-based initiatives while ensuring alignment between distinct parts of the



campaign strategy (narrative and communications, policy development, and power building).

This role requires creativity, organization, and strategic thinking. As both a detail-oriented executor and a strategic thought partner, the Campaign Associate ensures that our efforts are timely, impactful, and cohesive. Through this work, the Campaign Associate will help ensure the success of SHAC and its associated campaigns.

WHAT YOU WILL DO

Campaign Strategy and Implementation Support

- Support the execution of comprehensive campaign strategies to advance the SHAC agenda including campaign plans for ballot measures, legislative campaigns, and advocacy initiatives.
- Develop content to support campaign messaging, outreach materials, and communications strategies—working collaboratively with consultants, Housing CA leadership and staff, SHAC working groups and coalition partners to ensure alignment and impact.
- In partnership with the SHAC leadership team, external partners, and the leadership and staff at Housing CA, support the implementation of grassroots advocacy strategies, advocacy actions, endorsement campaigns, and legislative and regulatory strategies.
- Track, analyze, and report on the implementation of SHAC-related initiatives and campaigns.
- Conduct research and provide thought partnership to inform strategy development for SHAC.
- Assist in the evaluation of campaign effectiveness and helping to identify how tactics may need to be adjusted to achieve goals.

Coalition Building and External Relations

- Provide core administrative support that makes SHAC's leadership and governance structures work in practice, ensuring meetings are organized and productive, decisions are clearly documented, and follow-through is coordinated. This includes



agenda and materials preparation, detailed notetaking, and tracking and supporting follow-up to keep leadership bodies aligned and advancing shared priorities.

- Provide core administrative and project support that makes SHAC's statewide coalition work possible in practice, including coordinating with cross-sector partners and SHAC-affiliated organizations, supporting the cultivation and maintenance of strategic relationships, and organizing participation and follow-through to ensure alignment on shared campaign priorities and activities.
- Establish and maintain systems to identify, organize, and synthesize activities.
- Serve as a point of contact for field inquiries and share pertinent information related to SHAC and SHAC-related initiatives and campaigns.
- When needed, represent Housing CA at events and meetings.

Organizational Responsibilities

- Collaborate internally with Housing California's legislative and regulatory affairs, power building, narrative and strategic communications teams, strategic initiatives, and events/administrative team to support alignment and coordination with SHAC and SHAC-associated campaigns.
- Contribute to organizational planning and team workplan development to align strategic initiative efforts with broader organizational goals.
- Identify opportunities for professional development and learning to strengthen role and teamwork.
- Compile information and prepare materials for fundraising, donor-facing, and membership content that highlights Housing California's work to advance SHAC.
- Collaborate with other teams to coordinate planning, scheduling, and administration of SHAC and Housing California's Advocacy Day events, convenings, summits, and other events.
- Engage in and contribute to other strategies to advance Housing California's goals, including media campaigns, outreach, and power building.



WHO YOU ARE

- **Committed to Justice:** You demonstrate a deep and ongoing commitment to racial, gender, disability, economic, and housing justice and work to uphold these values in your work.
- **Mission-Aligned:** You bring professional or deep volunteer experience in housing justice or a related field, such as health equity, community development, planning, criminal justice reform, education, labor, or climate justice.
- **Policy and Systems Experience:** You have experience with electoral and legislative campaign work—preferably on behalf of low-income communities and communities of color. You understand the role of building power to influence the state’s budget, legislative, electoral, and regulatory processes.
- **Strong Administrative Foundations:** Your prior experiences have included roles that rely on strong note taking, scheduling, task management, and project planning.
- **Adaptable Learner:** You embrace the process of learning and adapting from trial and error as part of your work, thriving in an environment where continuous improvement and flexibility are valued. You welcome and value feedback.
- **Takes Initiative:** You are proactive and take initiative on tasks. You can effectively manage up to keep the work moving on a timely basis, make proposals for how to approach projects and tasks.
- **Organized and Agile:** You have excellent time management skills, strong attention to detail, and a knack for managing multiple priorities, meeting deadlines, and thriving in fast-paced, collaborative environments.
- **Resilient Problem Solver:** You are tenacious and committed to moving change through ambiguity and challenges through proactive actions to find solutions.
- **Strategic Implementer:** You are a strategic, analytical, relational, and creative thinker who can effectively work plan and execute the daily details of your work with clarity about how it advances a project’s goals or big picture vision.
- **Clear Communicator:** You bring strong verbal and written communication skills to communicate with clarity and brevity with a variety of audiences, including with internal Housing California staff, and groups such as policymakers, media,



community-based organizations, people who live in affordable homes or are currently unhoused, cross-sector practitioners, advocates, and funders.

- **Collaborative:** You have a track record of developing and maintaining strong working relationships and collaborations with and among partners with many different backgrounds.
- **Technologically Proficient:** You are comfortable navigating policy, communication, and project management platforms such as AirTable, cloud-based tools, and CRM databases (e.g., EveryAction, Google Suite, Zoom, CapitolTrack, Asana).
- **Willing to Travel:** You are willing and able to travel periodically and attend occasional evening obligations.

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

- Familiarity with organizations operating within California’s housing and political landscape.
- Experience or educational background in public policy, planning, or a related field that focuses on policy analysis and how systems and policy changes come about.
- Experience with activities that contribute to building and maintaining cross-sector partnerships and coalitions.
- Experience supporting the planning of impactful and purposeful convenings with a broad set of stakeholders.
- Lived experience of homelessness or housing insecurity or experience working with people with lived experience.

Our ideal candidates may have experience that does not directly match the qualifications above, and we encourage people with similar experience to apply.

COMPENSATION, BENEFITS, AND LOCATION

This is a full-time, non-exempt position that reports to the Campaign Director. The salary range is between \$34.35 - \$40.87 / hour (Annualized at \$71,448 - \$85,000). This is a one-year, limited-term role with the goal to transition it into a long-term position.



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.

The position will be hybrid if the candidate lives within 30 miles from our office in Sacramento. If the candidate lives more than 30 miles from our office, the position can be remote but the individual must be located in California and within 30 minutes of a major airport. This position is expected to participate in regular travel (mostly in California).

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 likely include one 30-minute screening call followed by two 60-minute interviews and a short activity. Click [here](#) to be directed to apply for this position.