



LOCAL AGENCY FORMATION COMMISSION
550 Main Street, Suite E. Placerville, CA 95667
(530) 295-2707 • lafco@edlafco.us • www.edlafco.us

EL DORADO LAFCO POLICY ANALYST RECRUITMENT

The El Dorado Local Agency Formation Commission (LAFCO) is seeking a skilled and motivated individual to serve as a LAFCO Policy Analyst. This individual will work closely with the Executive Officer to perform a variety of responsible and specialized technical services.

Under state law, LAFCO is mandated to ensure the logical formation and determination of the local government agency boundaries, which affect growth and development patterns, delivery of urban services, and agricultural and open space lands within El Dorado County. The 7-member Commission holds regular meetings on the fourth Wednesday of each month.

The salary range for this position is \$83,200 - \$104,000/year, depending on qualifications.

Employee benefits are provided through El Dorado County. For additional information, please contact Shiva Frentzen at (530) 295-2707.

This position will use your skill in:

- Performing data and information collection, making accurate statistical and/or mathematical computations, and interpreting and evaluating facts pertaining to administrative, fiscal and organizational matters.
- Understanding, researching, analyzing and interpreting complex policies, procedures, ordinances, federal, state, and local statutes and regulations.
- Planning, scheduling, prioritizing and organizing workload, coordinating work with other employees, meeting deadlines and balancing multiple priorities.
- Communicating clearly and effectively, both orally and in writing, to boards, commissions and other groups.
- Preparing and maintaining clear, concise, and complete records, reports, surveys and recommendations.
- Establishing and maintaining cooperative working relationships with staff, other departments and agencies, the private sector, and the public.
- Exercising judgment and discretion with confidential and sensitive matters.

Candidates must possess the following education and experience:

- Two years of experience in local government, land use planning, geographic information systems and the California Environmental Quality Act is desirable.
- Equivalent to graduation with a Bachelor's Degree from an accredited college or university with major course work in public or business administration, government, finance, economics, land use planning, public policy, urban studies, political science or a closely related field.
- A valid California Driver's License is required.

To Apply: Submit a letter of interest and a resume with references to sfrentzen@edlafco.us

Opens May 12, 2024, or until filled

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COMMISSIONERS

Public Member: Bill Wilde • Alternate Public Member: Dawn Hodson

City Members: Tamara Wallace, Nicole Gotberg • Alternate City Member: John Clerici

County Members: John Hidahl, George Turnboo • Alternate County Member: Wendy Thomas

District Members: Brian Veerkamp, Tim White • Alternate Special District Member: Michael Saunders

STAFF

Shiva Frentzen, Executive Officer • Kyle Kuperus, Administrative Assistant

Malathy Subrmanian, Commission Counsel