



The California Fish and Game Commission
invites you to apply for a
Career Executive Assignment (CEA A) for

Deputy Executive Director

Location: Sacramento, California

Job Code #JC-177131

Position #565-001-7500-001

Monthly Salary Range: \$7,442 - 10,696

Final Filing Date: November 20, 2019
(Application must be postmarked by this date)

The California Fish and Game Commission (Commission) is looking for a talented and exceptional deputy executive director to help guide a high-performing team in supporting and carrying out the mission of the Commission. The position requires a dynamic leader with demonstrated executive-level experience. The position offers unique opportunities and challenges in one of the most beautiful states in the union, while working with a diverse and growing population. Based in the state capitol of Sacramento, the Commission is family-friendly and situated in close proximity to Napa Valley, San Francisco, Lake Tahoe and other desirable destinations.

Job Description and Duties

The Deputy Executive Director, CEA A, under the general direction of the Executive Director, serves as a member of the Commission Executive Leadership Team to aid in a wide range of mission-critical activities and capacities:

- Directs the implementation of administrative priorities for the Commission;
- Directs the activities of a professional staff including managing Commission staff workloads and tasks;
- Coordinates all aspects of Commission meeting preparation and meeting deadlines;
- Oversees documentation of Commission meeting outcomes and necessary future actions or decisions;
- Assists in overseeing the administration of the Commission's regulatory program;
- Oversees the development, implementation, review, and revision of Commission policies;
- Assists the Executive Director in organizing, coordinating, and managing the Commission's strategic planning efforts;
- Coordinates special projects as assigned or as needed at the discretion of the Executive Director, including projects which are controversial in nature and have legal implications;
- Fulfills the responsibilities of the Executive Director in his or her absence.

Commission Information

The California Fish and Game Commission (Commission) was established in 1870 and was the first wildlife conservation agency in the United States, predating even the U.S. Commission of Fish and Fisheries. Today, the Commission is a state constitutional body vested with broad powers related to the long-term sustainability of California's fish and wildlife resources.

The California State Legislature and governor have delegated to the Commission a variety of authorities, some general in nature and some very specific. Probably the best-known responsibility of the Commission is its general regulatory powers function, under which it decides seasons, bag and possession limits and methods of take for game animals, recreational fishing, and some commercial fishing. A major responsibility of the Commission is the formulation of general policies for the conduct of the California Department of Fish and Wildlife (Department) and it is the only area in which the Commission is directly involved in Department administration.

Commission staff executes the day-to-day work of the Commission under the leadership of the Executive Director.

Commission Website: <https://www.fgc.ca.gov>

Application Instructions

Completed applications and all required documents must be received or postmarked by the final filing date (November 20, 2019) in order to be considered.

For additional information and application instructions, please visit <https://jobs.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlld=177131>

Equal Opportunity Employer

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

It is an objective of the State of California to achieve a drug-free workplace. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.