



PRESS RELEASE  
March 19, 2011

For Immediate Release  
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California Citizens Redistricting Commission

# **Citizens Redistricting Commission**

## ***Announces Staff Associate Government Program Analyst Job Opening***

SACRAMENTO, CA (March 19, 2011)

The California Citizens Redistricting Commission (CRC), which is charged with drawing Legislative, Congressional and Board of Equalization districts boundaries, is seeking applications for a staff Associate Government Program Analyst (AGPA) to assist the Commission Administrative Assistant/Liasion. The position will remain open until filled.

As the Commission has an immediate need, qualified applicants are encourage to submit their applications in a timely manner. Under the general direction of the Executive Director and the direction of the Commission Administrative Assistant, the AGPA:

- Provides clerical assistance and administrative support to the Commission Administrative Assistant and the Executive Director;
- Organizes and maintains office communications, materials and files for the Commission,
- Assists Commissioners with travel accommodations;
- Assists Commission Administrative Assistant with securing venues for 60-70 statewide Commission meetings;
- Assists Commission Administrative Assistant with setting up meeting details, including preparing agendas, meeting and hearing materials and correspondence for meetings;
- Travels to meeting venues to assist Commission Administrative Assistant with all meeting logistics, including: coordination of public input, keeping records of meeting procedures, making copies, and running errands, as needed.

The Commission offers a comprehensive benefits package through the State of California including a Defined Benefit plan, health care plan and leave time. See the following website for more detailed information <http://www.dpa.ca.gov/benefits/employeebenefits.shtm>.

— Employees of the Commission occupy non civil service positions serving at the pleasure of the Commission.

The Voters FIRST Act states, "The commission shall apply the conflicts of interest listed in paragraph (2) of subdivision (a) of [Government Code] Section 8252 to the hiring of staff to the extent applicable." As such, individuals seeking employment with the Commission should read the *Guidance on Conflicts of Interest*.

The full Vacancy Announcement can be found on the Commission's website at [http://wedrawthelines.ca.gov/downloads/job\\_opportunities/crc\\_agpa.pdf](http://wedrawthelines.ca.gov/downloads/job_opportunities/crc_agpa.pdf).

Follow the Commission on Twitter  and on Facebook at the California Citizens Redistricting Commission.

California's first Citizens Redistricting Commission is a new 14-member Commission charged with redrawing California's Senate, Assembly, State Board of Equalization, and Congressional districts based on information gathered during the 2010 census. The Commission must draw the State Senate, Assembly, State Board of Equalization, and Congressional districts in conformity with strict, nonpartisan rules designed to create districts of relatively equal population that will provide fair representation for all Californians.