



Deputy Secretary for External Affairs

The California Natural Resources Agency (CNRA or Agency) is a California executive branch agency that reports to the Governor. CNRA's mission is to restore, protect and manage the state's natural, historical, and cultural resources for current and future generations using creative approaches and solutions based on science, collaboration, and respect for all the communities and interests involved.

CNRA is hiring a Deputy Secretary for External Affairs. The Deputy Secretary for External Affairs leads the Agency's strategic relationships with key stakeholders, including federal agencies and elected officials, local and regional governments, and key constituency groups. The Deputy Secretary leads implementation of our agency's federal policy agenda and our proactive partnerships with local and regional governments. This position also serves as liaison with stakeholder groups to ensure communication and coordination between these groups and our agency's leaders and initiatives.

Under the direction of the Secretary and the Undersecretary, the Deputy Secretary works closely with other executive team members at our agency, including other Deputy Secretaries respectively driving key policy priorities related to climate change, energy, water, oceans, and biodiversity. In many cases, the Deputy Secretary represents the Secretary directly in important policy and intergovernmental discussions.

Applicants should have a deep understanding of federal legislative processes, as well as funding and regulatory processes at key federal agencies; working knowledge of state government; and experience coordinating large and diverse teams. Strong communication and diplomatic skills are required.

The responsibilities of this position include the following tasks:

- 50% Implement the Agency's federal policy agenda to secure critical funding for Newsom Administration priorities during this period of historic federal investment and to achieve specific federal actions and policies that advance the Agency's key priorities. Work closely with the Newsom Administration team based in Washington, DC to deliver policy and funding wins and ensure close collaboration with the California Congressional Delegation and federal agencies.

- 15% Coordinate and help to align Agency initiatives with the work of local and regional governments. Ensure frequent communication and proactive coordination through associations such as the California State Association of Counties (CSAC), the California League of Cities, and the Rural Counties Representatives of California (RCRC). This responsibility includes both proactive outreach and managing incoming suggestions, inquiries, and concerns.
- 10% Lead, facilitate and track the Agency's public-private partnership initiatives, particularly with philanthropic organizations. Serve as the Agency's liaison to the Governor's Office public-private partnerships interagency working group.
- 10% Coordinate stakeholder outreach and coordination on the roll-out of annual budget and other key Administration-wide initiatives with the Governor's Office and other state agencies.
- 10% Identify opportunities to engage key stakeholders in decisions that are made within the Agency, including academia, scientists, environmental advocates, environmental justice groups, and regulated industry. Create regular opportunities for this constructive dialogue across the state, including organizing visits and convenings led by the Secretary.
- 5% Represent the Secretary on a limited number of Boards and Commissions or ad hoc groups such as task forces and strike teams.

Fulfilling these duties will require regular travel to Washington, DC and all regions of California.

The Deputy Secretary is appointed by the Governor and works under the direction of the Secretary and Undersecretary.

Applications will be accepted until the position is filled. Please file an application and submit a resume at <https://www.gov.ca.gov/appointments/>. And please email any questions to Morgan Carvajal (morgan.carvajal@gov.ca.gov) and Saul Gomez (saul.gomez@resources.ca.gov).