## Los Angeles Unified School District - Job Opportunity

<table>
<thead>
<tr>
<th><strong>Job Posting Title</strong></th>
<th>Environmental Planning Specialist</th>
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<tbody>
<tr>
<td><strong>Reference code</strong></td>
<td>JP23-351-XA1</td>
</tr>
<tr>
<td><strong>Minimum Salary</strong></td>
<td>$ 43.38 Hourly</td>
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<tr>
<td><strong>Maximum Salary</strong></td>
<td>$ 53.75 Hourly</td>
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<tr>
<td><strong>Application Open Date</strong></td>
<td>02/02/2024</td>
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### Information about LAUSD

LAUSD Employees: Please be advised that all LAUSD employees must sign in to the GlobalProtect Virtual Private Network (VPN) in order to submit an application from an external network outside of an LAUSD location. For assistance with installing the GlobalProtect virtual network, please contact Information Technology Services at (213) 443-1300 or (213) 241-5200.

We are LAUSD. We are at the forefront of innovation in public education, focused on a clear and inspiring vision of the future for all of our students as they venture forward on their journey as lifelong learners. Here, you will have the opportunity to exercise your potential in a role supporting the business of education. Our work directly contributes toward the goal of ensuring that our students graduate ready for the world – ready to thrive in college, career and life.

LAUSD is the second largest school district in the nation with an enrollment of nearly 575,000 students. We serve an area totaling 710 square miles, with over 1,190 schools and educational centers, and we employ over 74,000 individuals, making us one of the largest employers in our city.

LAUSD’s Office of Environmental Health and Safety is currently seeking well-qualified candidates to fill an Environmental Health and Safety position.

### THE POSITION:

Visit us at www.lausdjobs.org
An Environmental Planning Specialist monitors the District’s compliance with the California Environmental Quality Act (CEQA) by reviewing proposed District and other agencies’ projects to determine the environmental effects and identify mitigation measures to reduce adverse impact of the projects on District facilities and schools.

THE IDEAL CANDIDATE:
The individual chosen for this position will have public sector professional experience in applying CEQA compliance regulations to assess the potential environmental impacts in and around the District, including geologic, land use, traffic, housing, air quality, noise, and visual hazards.

- Will be able to analyze environmental impact reports and make recommendations
- Review ordinances and project design specifications to ensure compliance is established.
- Will have working knowledge of Environmental Site Assessment (ESA) work and/or the ability to conduct simple ESA activities.
- May have a graduate degree in a field pertinent to environmental law, urban planning and zoning, or a related field of study
- Will possess excellent communication skills, both written and verbal.
- Will leverage expertise to analyze and interpret impacts on District facilities, and address concerns to decision making bodies and other agencies.

For more information about the Environmental Planning Specialist position, please visit: https://www.lausd.org/domain/135.

Benefits

Insurance: Paid premiums for your choice of several medical, dental, vision, and life insurance plans. Retirement: Membership in the California Public Employee Retirement System (CalPERS). Vacation: Two weeks of paid vacation to start. Three weeks after five years of year-round paid service. Paid Holidays: Up to 13 days.

Job Duties/Responsibilities

TYPICAL DUTIES FOR THIS POSITION:
- Determines, prepares, and processes the appropriate environmental review documents necessary to inform the public, Board Members, District staff, public agencies, and other project representatives involved in the District’s building and acquisition projects about the environmental effects that will result from proposed projects.
- Prepares written comments on other agencies’ projects which reflect the District’s concerns regarding the potential impact of proposed development projects, general and community plans, including the evaluation of various environmental impacts, alternatives to the proposed project and suggestions for ways in which the effects of negative impact on schools and other District facilities can be mitigated.
- Interprets and applies an understanding of the relative issues pertaining to the environmental, geologic, land use, population, housing, air quality, traffic, noise, visual, and other potential hazards of proposed projects in the preparation of detailed comments on other agencies’ projects.
- Interacts with outside consultants, administrators, and staff from various branches of the Facilities Services Division; school stakeholders; Los Angeles City planning staff; Metropolitan Transit Authority; and other public agency staff, project representatives, and attorneys to discuss sometimes controversial issues surrounding proposed projects.
- Reviews preliminary drafts of environmental and planning documents, reviews CEQA legislation and rulings for applicability to schools and other District facilities and prepares response documents to accompany projects.
- Circulates environmental documents received from other agencies to appropriate District offices and schools and coordinates the receipt of responses from the individual departments stating their concerns about ongoing projects.
- Presents oral testimony before decision making bodies on other agencies’ projects that may impact schools and District facilities.
- Researches and responds to inquiries on land use (zoning) issues.
- Provides guidance and work direction to lower-level personnel in the review, preparation, and processing of data needed for the preparation of clear, concise, and complete environmental review and related documents for the District.
- Conducts environmental surveys, evaluations, and inspections to verify CEQA mitigation measures are properly implemented.
- Performs related duties as assigned.

For a complete class description, please visit [https://lausdjobs.org/](https://lausdjobs.org/), under *Employee Resources* and selecting *Job Descriptions.* Entrance requirements are representative of the minimum level of knowledge, skill, and/or abilities.

**Minimum Requirements**

Please note the "Minimum Entrance Qualifications" for both the Education and Experience listed below and on the class description must be met in order to move forward in our selection process.

**ENTRANCE REQUIREMENTS:**
*Education: Graduation from a recognized college or university with a **bachelor’s degree, with a major in environmental policy, environmental studies, urban planning or a closely related field.*

Experience: Two years of professional experience in a position requiring the application of California Environmental Quality Act (CEQA) compliance regulations in the gathering of data, preparation, processing, and review of environmental review documents.

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Special: A valid driver’s license to legally operate a motor vehicle in the State of California and the use of a motor vehicle.

SPECIAL NOTES:
May require wearing a negative pressure respirator.
Use of respirator may be subject to medical clearance which meets pertinent provisions of the General Industry Safety Orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials including, but not limited to, asbestos or lead.
Employees in this class may be required to work atypical work weeks, evenings, and weekends.

*IMPORTANT NOTE: In order to qualify you need to meet the educational requirements. As such, you MUST upload your official proof of highest level of education achieved as it relates to this position (e.g., bachelor's degree, master's degree, official transcripts, etc.) to your candidate profile, under "Attachments." We screen applications based on the minimum requirements and need to verify the educational requirement is met.

**Candidates who have completed college or university course work at an institution in a country other than the United States, must obtain a complete evaluation of foreign transcripts and degrees. Please be sure to request a “Detailed” evaluation report. The original of this degree evaluation must be presented.

For more information on Foreign Transcript Evaluation please visit https://achieve.lausd.net/Page/7876

Employment Selection Process

The selection process may consist of one or more of the following: a Training and Experience (T&E) Evaluation, computerized assessment and/or a Technical Interview. After applications are reviewed and determined to meet the minimum qualifications, qualified candidates will move on to the next phases of our selection process.

This is a competitive process as we anticipate a number of well qualified candidates for this recruitment. Please make sure that you describe in DETAIL, your experience, education, and training that most closely relates to this position in the on-line application.

In your application you may include a professional resume, but it will NOT be in lieu of a detailed application.

Visit us at www.lausdjobs.org
It is imperative that your application reflects your true and accurate background.

Furthermore, if you have assisted in an interim or other temporary assignment or worked out-of-class for a significant and specified duration of time, include the contact information of your immediate supervisor during that assignment and be prepared to present verification from the official (local district superintendent, department administrator, or supervisor) validating your claim.

PLEASE NOTE: Qualified Candidates will be required to present an unexpired government identification at the time of the test. If you are unable to attend the scheduled test date, rescheduling is NOT guaranteed.

Please be sure to include correspondence from @lausd.net as an approved sender so that messages aren't accidentally placed into your spam/junk e-mail folder.

Please make sure to check your email on a regular basis as all notifications regarding this recruitment will be sent via email.

We encourage you to visit our website, http://www.lausdjobs.org periodically to check for the next recruitment and we encourage you to apply to any positions for which you believe you meet the minimum qualifications.

For more information about the LAUSD employment assessment process, visit the 'My LAUSD Career' section of our website at http://www.lausdjobs.org .

PLEASE NOTE: Our application system is only compatible with Chrome, Internet Explorer and FireFox, on a desktop/laptop computer.

DO YOU NEED TECHNICAL ASSISTANCE WITH THE ON-LINE APPLICATION?
Email us at helpmeapply@lausd.net or call (213) 241 - 3455.

To find out whether the application deadline has been extended, visit the website at: http://www.lausdjobs.org .

The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion.

Reasonable accommodations in completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455
For more information.

If you have any questions regarding this recruitment, please contact Jessica Carrera at jessica.carrera@lausd.net

Additional Posting Information

Selection and promotion are based on a competitive employment assessment process. Candidates who pass all parts of the assessment process are placed on a hiring (eligibility) list based on their assessment score. Hiring departments may make job offers to candidates on the top three ranks of the hiring list. Eligibility typically lasts for 12 months. The hiring list resulting from this assessment process may be used to fill open positions in related job classifications.

An eligibility list is typically active for a minimum of 12 months and/or has fewer than three (3) ranks. As such, please register for job alerts in the event that the list expires prior to the list's expiration date.

The eligibility list/hiring list resulting from this employment assessment/testing process may be used to fill open positions in related job classifications.

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation, abusive conduct, or bullying. The District prohibits discrimination, harassment, intimidation, abusive conduct or bullying based on actual or perceived race or ethnicity, gender/sex (including gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactation status and related medical conditions), sexual orientation, religion, color, national origin (including language use restrictions and possession of a driver’s license issued under Vehicle Code), ancestry, immigration status, physical or mental disability (including clinical depression and bipolar disorder, HIV/AIDS, hepatitis, epilepsy, seizure disorder, diabetes, multiple sclerosis, and heart disease), medical condition (cancer related and genetic characteristics), military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides significant assistance.

For inquiries or complaints contact our Equal Opportunity Section, (213) 241-7685.

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