

LOCAL AGENCY FORMATION COMMISSION
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- Available for review at City Hall, Room 244**

Completed by: Linda Wong Date: October 22, 2008

***This list reflects the explanatory documents provided**



MEMORANDUM

Date: October 23, 2008
To: LAFCo Commissioners
From: Angela Calvillo, Clerk of the Board *Angela Calvillo*
Subject: Item 3: Authorizing Two Staff Positions for CCA Implementation, Coordination, Outreach and Support (Discussion and Possible Action)

At the LAFCo hearing held September 12, 2008, draft position descriptions for LAFCo staff members were presented that would assist LAFCo with the development and implementation of the CCA Program.

After reviewing and choosing two draft descriptions, the Commission requested that staff bring additional information back to the Commission at its next hearing as follows:

- 1) LAFCo's authority to hire additional staff to assist with CCA Program development and implementation;
- 2) Revised position descriptions for the proposed staff members that incorporate the Department of Human Resources' recommendations;
- 3) A potential reporting structure;
- 4) Staff location and a description of the administrative support the Office of the Clerk of the Board would be able to provide the new staff; and
- 5) Next steps.

1) LAFCo's Authority to Hire CCA Staff

Several policies, ordinances, and resolutions provide SF LAFCo with Authority to hire staff to assist with the CCA Program.

Government Code Section 56301 and Section 2.6 of SF LAFCo's General Policies and Procedures provide the Commission with the general authority to undertake studies and obtain and furnish information which will contribute to the development of local agencies so as to advantageously provide for the present and future needs of San Francisco and its communities.

More specifically, under Ordinance 0146-07, the Board of Supervisors has charged SF LAFCo with an advisory role for the implementation of the CCA Program. This ordinance directs SF LAFCo to assist with the startup of the CCA Program and advise the Board of Supervisors, San Francisco Public Utilities Commission (SFPUC), and other agencies regarding all aspects of development, implementation, operation, and management of the CCA Program.

LAFCo adopted Resolution 2007-01 on September 28, 2007, accepting responsibility to provide monitoring and advice to the Board of Supervisors, SFPUC, and other agencies regarding the CCA Program in fiscal year 2008-2009.

SFPUC, in turn, agreed to provide LAFCo with up to \$2.1 million in funds between 2007 and 2010 for its role in the CCA Program. In November 2007, LAFCo approved a CCA Advisory and Monitoring Budget specifying that \$360,429 of the \$2.1 million would be spent on salaries and benefits for personnel hired by LAFCo to assist with the CCA Program.

Previously, the Board of Supervisors approved LAFCo's request that the Office of the Clerk of the Board provide a part-time assistant clerk to assist LAFCo in the implementation of the CCA Program. LAFCo approved a revised budget in July 2008, which would allow LAFCo to reimburse the Clerk's Office for such services.

Similarly, staff now requests that the Commission approve the hiring of two additional staff members to assist with the startup of the CCA Program and advise the Board of Supervisors, SFPUC, and other agencies regarding all aspects of development, implementation, operation, and management of the CCA Program.

2) Revised Position Descriptions

As discussed at the September 12, 2008 hearing the Department of Human Resources is reviewing the initial proposal and will provide feedback at the LAFCo meeting of October 24th for the two potential staff positions – 9775 Senior Community Development Specialist II and a 9770 Community Development Assistant.

3) Reporting Structure

The reporting structure will depend on where the staff is located. In every case the general work to be accomplished will be directed by LAFCo as it sets policy. Nancy Miller, General Counsel to LAFCo and Interim Executive Director, will be available to answer all questions about the work product, and will evaluate employee performance.

If the staff is located at PUC's offices, the PUC should provide all administrative and disciplinary assistance.

If staff is located within private rental space, the LAFCo Interim Executive Director should provide all administrative and disciplinary assistance.

If staff is located within the Office of the Clerk of the Board, the Clerk will serve as the appointing officer and will assist in the day to day administrative needs, monitor attendance and be available for all administrative questions. In the event of a disciplinary action, the Clerk of the Board will provide assistance following the system promulgated by the Department of Human Resources in conjunction with the Interim Executive Director.

4) Location

LAFCo should consider three options as to where to locate the new staff members. These options are as follows:

Options	Cost	Issues
PUC 1155 Market Street	TBD	Not close to LAFCo Commissioners but would likely limit or reduce rent expense to \$0.
Rental space within Civic Center	\$35 per sq. ft. per month, which equals \$8,750 for 250* sq. ft. per year. (*Department of Real Estate approximate standard square footage for two individuals in cubicles.)	Costly and adds time to secure space, but does not displace other future BOS/COB space needs.
Office of the Clerk of the Board	Office has approximately 260 sq. ft. available at \$0.	This space is only available if the Board of Supervisors approves, and does not fully staff the Office of the Legislative Analyst.

5) Administrative Support from the Clerk's Office

The Clerk's Office providing support to two LAFCo positions will cost approximately \$18,318 in FY2008-2009 (based on a start date of January 1, 2009), and ongoing cost in future years of \$22,250.

Description	Start-up (Year 1)	Ongoing (Year 2)
	(Jan - June 2009)	
Administrative and IT support	\$8,433	\$16,300
Rent & Building Maintenance	N/A	N/A
Office Supplies	\$750	\$1,500
Meeting Expenses	\$500	\$1,000
Translation Services	\$250	\$500
Training	\$700	\$500
Telephones	\$760	\$600
Equipment	\$3,000	N/A
Copier	\$300	\$600
Reprographics	\$250	\$500
Mail	\$375	\$750
TOTAL	\$18,318	\$22,250

Administrative and IT Support

It is anticipated to cost the Office of the Clerk of the Board \$8,433 during the initial year (January - June 2009) in indirect expenses with an increase to \$16,300 the following year (July 2009 – June 2010). These costs include the necessary management, personnel and fiscal oversight as well as Information Technology (IT) support.

Year 1 (January 2009 - June 2009)

	Rate*	Hours/Year	Total
Accounting	\$ 45.94	42	\$ 1,928
Fiscal/Contract	\$ 62.47	30	\$ 1,874
Personnel	\$ 54.75	30	\$ 1,643
Supervisory	\$ 98.09	12	\$ 1,177
IT	\$ 60.35	30	\$ 1,811
Grand Total			\$ 8,433

Year 2 (July 2009 – June 2010)

	Rate*	Hours / Year	Annual Total
Accounting	\$ 45.94	84	\$ 3,858
Fiscal/Contract	\$ 62.47	60	\$ 3,747
Personnel	\$ 54.75	48	\$ 2,627
Supervisory	\$ 102.99	24	\$ 2,471
IT	\$ 60.35	60	\$ 3,621
Grand Total			\$ 16,324

* Rate = Salary plus benefits

5) Next Steps:

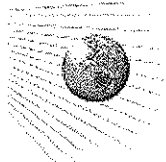
Subsequent to selecting and approving job descriptions, classifications, location, and administration for staff, LAFCo should adopt a resolution requesting the Board of Supervisors amend the Annual Salary Ordinance (ASO) to add two new FTE positions (at 0.5 each to reflect a January 1 hire date). Alternatively, LAFCo could hire on a temporary basis without an ASO amendment for a six-month term and add the positions to the FY2009-2010 budget. LAFCo can then begin the recruitment process to fill the two positions.



Nilka Julio/BOS/SFGOV
10/23/2008 04:18 PM

To Linda Wong/BOS/SFGOV@SFGOV
cc
bcc
Subject Fw: BOS - LAFCo: Re: Utilization of one (1) position in class 9775 Senior Community Development Specialist

----- Forwarded by Nilka Julio/BOS/SFGOV on 10/23/2008 04:20 PM -----



Patricia E.
Peters/DHR/SFGOV
10/21/2008 06:32 PM

To Nilka Julio/BOS/SFGOV@SFGOV
cc Deborah Baker/DHR/SFGOV@SFGOV, Lillian Chow/DHR/SFGOV@SFGOV
Subject BOS - LAFCo: Re: Utilization of one (1) position in class 9775 Senior Community Development Specialist

Hello Nilka,

Client Services staff is pleased to notify you that from the Civil Service job classifications presented by DHR as possibilities to utilize for the subject position, this is a recommendation for approval of your choice to utilize one (1) new position in class 9775 Senior Community Development Specialist (Working Title: LAFCo Senior Program Officer), to be located at the Board of Supervisors' LAFCo Unit. The subject position will report to the Executive Director of LAFCo, and will supervise one position in class 9770 Community Development Assistant (Working Title: Administrative Assistant/Community Liaison).

Review and analysis of the position description received indicates the following:

The subject position will monitor the San Francisco Public Utilities' (SFPUC) implementation of the Community Choice Aggregation (CCA) Program and provide advice to the LAFCo Commission on the San Francisco Public Utilities Commission's (SFPUC) implementation of the CCA program. This includes monitoring of the SFPUC's operations to ensure compliance with policy directives, laws, regulations and contractual constraints on behalf of the LAFCo Commission.

The subject position will serve as liaison between the Executive Director of LAFCo and legislative lobbyists, legislators, legislative aides and governmental staff at local, state and federal levels; reviews proposed legislation that could impact CCA; monitors pending legislation and administrative regulations that affect the implementation of CCA; assists in the formulation and communication of LAFCo's position on CCA implementation; confers with the City Attorney and the Mayor's Office as needed.

Working relationships are diverse and include contacts with high-level positions in regulatory agencies and utility companies as well as with City policy makers and SFPUC senior management and technical staff. The purpose of the working relationships are to provide technical advice and direction, solve problems, negotiate and administer contracts for LAFCo, monitor SFPUC compliance and advocate for the LAFCo.

The subject position may direct the planning, development and implementation of an aggressive and proactive community relations/public information program, including community outreach and consultation as required by AB 117.

Special Requirement for the Subject Position:

This position requires that the candidate selected must have demonstrated the ability to synthesize complex information and recommend a range of creative options. In addition, the selected candidate must have had experience in local municipal government and utility regulators, and must possess a keen understanding of policy and procedure. The subject position must be able to understand financial and

technical reports and translate these reports for policy makers and the public.

Review and analysis of the position description for class 9775 are as follows:

Under general supervision, the 9775 performs difficult and complex program planning, development, implementation, monitoring and evaluation assignments; coordinates monitoring and evaluation work of subordinate personnel; coordinates the development of plans and programs of a major program area for the Office of Community Development; conducts and coordinates studies and surveys; reviews more difficult projects to ensure compliance with applicable Federal, State and local laws, regulations and procedures; provides technical assistance to project staff and other agencies; and performs related duties as required.

Examples of essential and important duties include:

1. Coordinates the development of a major program area and/or the implementation of project activities with other governmental agencies and concerned private corporations and community organizations; develop effective program design and operating procedures: provide directions to implementing agencies.
2. Coordinates the monitoring activities of projects under a certain program area for contract compliance; directs the establishment of methods for project analysis and preparation of performance reports; directs studies and makes recommendations on program modification and adjustments to assure contract adherence and responsiveness of programs to community needs: reviews, presents and discusses program operational or policy problems with senior and administrative staff.
3. Develops and coordinates preparation of annual work program and operating budgets of nonprofit corporations and City agencies: prepares, reviews and executes contracts and subcontracts for the disbursement of funds; prepares and processes all necessary documents and fiscal payments to the corporations and agencies and provides appropriate fiscal budgetary control.
4. Reviews and recommends physical improvements and construction plans and budgets; meets with agencies, architects and contractors to outline program requirements and procedures and resolve problems; monitors progress of construction and process payments.
5. Reviews proposals for community development funding and/or special project funding and makes recommendations. Gives technical assistance and advice to junior staff in evaluating projects; as assigned, may seek and apply for funds from various governmental agencies to augment established community development funding sources.
6. Develops and implements procedures for assuring the City's compliance with applicable Federal, State and local laws and regulations.
7. As assigned, attends program or project related meetings when requested and represents the office in explaining and interpreting program policies and objectives and their applicability to the city and various communities.

To conclude, upon agreement by the Board of Supervisors, LAFCo Unit, please issue a requisition for the subject position in class 9775 , and designate the requisition type as Permanent Exempt (PEX), per Charter Category #18, Project. A description of this "Project" must be provided to include in the PeopleSoft Requisition Notepad.

In drafting the requisition, have staff cut and paste the essential functions and duties of the position to include in the Requisition Notepad. Indicate that this position is assigned to the Board of Supervisors' LAFCO Unit, and include the DHR approval date.



[9775_classspecdisplay.asp.htm](#)



[9775_findClass.cgi.htm](#)

Employees in class 9775 are represented by labor organization "Service Employees International Union" (SEIU), Local 1021. View current salary ranges through 6/30/09 in the attachment listed "[9775_findClass.cgi.htm](#)".

Please contact me if there are any questions or concerns regarding the above.

Regards,
Patricia

Patricia Peters-Sayrafi
Personnel Analyst
Department of Human Resources
Client Services
44 Gough St., 2nd Fl.
San Francisco, CA 94103
Phone: 557.4848 FAX: 557.4868



Department of Human Resources



Senior Community Development Specialist II (#9775)

We are currently accepting applications for this position. To apply, please close this pop-up window and then click on the link for Employment Opportunities.

\$38.40-\$46.68 hourly / \$6,656.00-\$8,090.00 monthly / \$79,872.00-\$97,084.00 Yearly



[Email Me when a Job Opens for the above position\(s\)](#)

Definition

Under general supervision performs difficult and complex program planning, development, implementation, monitoring and evaluation assignments; coordinates monitoring and evaluation work of subordinate personnel; coordinates the development of plans and programs of a major program area for the Office of Community Development; conducts and coordinates studies and surveys; reviews more difficult projects to insure compliance with applicable Federal, State and local laws, regulations and procedures; provides technical assistance to project staff and other agencies; and performs related duties as required.

Distinguishing Features

Positions in this class are distinguished by assignments requiring significant experience and expertise in major program areas involving Community Development programs. While employees in this class may be assigned significant responsibilities in more than one program area they do not have the overall supervisory responsibility of the higher level class 9776 Supervising Community Development Specialist.

Examples of Important and Essential Duties

1. Coordinates the development of a major program area and/or the implementation of project activities with other governmental agencies and concerned private corporations and community organizations; develop effective program design and operating procedures: provide directions to implementing agencies.
2. Coordinates the monitoring activities of projects under a certain program area for contract compliance; directs the establishment of methods for project analysis and preparation of performance reports; directs studies and makes recommendations on program modification and adjustments to assure contract adherence and responsiveness of programs to community needs: reviews, presents and discusses program operational or policy problems with senior and administrative staff.
3. Develops and coordinates preparation of annual work program and operating budgets of nonprofit corporations and City agencies: prepares, reviews and executes contracts and subcontracts for the disbursement of funds; prepares and processes all necessary documents and fiscal payments to the corporations and agencies and provides appropriate fiscal budgetary control.
4. Reviews and recommends physical improvements and construction plans and budgets; meets with agencies, architects and contractors to outline program requirements and procedures and resolve problems; monitors progress of construction and process payments.
5. Reviews proposals for community development funding and/or special project funding and makes recommendations. Gives technical assistance and advice to junior staff in evaluating projects; as assigned, may seek and apply for funds from various governmental agencies to augment established community development funding sources.
6. Develops and implements procedures for assuring the City's compliance with applicable Federal, State and local laws and

regulations.

7. As assigned, attends program or project related meetings when requested and represents the office in explaining and interpreting program policies and objectives and their applicability to the city and various communities.

Knowledge, Skills and Abilities

Thorough knowledge of: the principles, practices, purpose and scope of community development programs; Federal, State and local rules and regulations applicable to such programs.

Abilities and skills to: work with the local governmental structure and neighborhood organizations receiving program funds; plan, organize, initiate, direct and review work of subordinates; apply principles to define problems, collect data, establish facts and draw valid conclusions; write clear and concise reports, recommendations and correspondence; deal effectively with representatives of governmental and community organizations; speaking effectively before individuals and groups.

Experience and Training

Completion of a four year college or university with a Baccalaureate Degree with major course work in a field relevant to community development: plus five years of progressively responsible experience in community development activities: contract administration or project implementation involving nonprofit corporations; or an equivalent combination of education and experience.

Disaster Service Workers

All City and County of San Francisco employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

CLASS: 9775
EEOC: 2

EST:

REV:
MEDICAL:

FORMERLY JOB TITLE:

REPLACES JOB TITLE:

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Department of Human Resources

Classification, Compensation and Collective Bargaining Agreements
 9775 Senior Community Development Specialist II

Description	9775 Senior Community Development Specialist II
Collective Bargaining Agreement	SEIU 1021 Miscellaneous
Pay Frequency	Biweekly
Note	Appointments to this job class are exempt from the FLSA and are designated with a "Z"
Schedule Number	07205 07280

Select Rates for the following Effective Start Dates:

[Jul 01, 2008](#) [Apr 04, 2009](#)

Rates Effective: Jul 01, 2008 - Apr 03, 2009

Step	1	2	3	4	5
hourly	\$38,4000	\$40,3250	\$42,3375	\$44,4625	\$46,6750
bi-weekly	\$3,072	\$3,226	\$3,387	\$3,557	\$3,734
annual	\$79,872	\$83,876	\$88,062	\$92,482	\$97,084

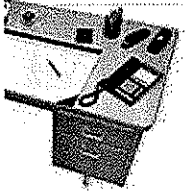
Rates Effective: Apr 04, 2009 - Jun 30, 2009

Step	1	2	3	4	5
hourly	\$39,8625	\$41,8250	\$43,9125	\$46,1125	\$48,4125
bi-weekly	\$3,189	\$3,346	\$3,513	\$3,689	\$3,873
annual	\$82,914	\$86,996	\$91,338	\$95,914	\$100,698

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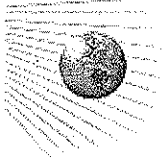
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Nilka Julio/BOS/SFGOV
10/23/2008 04:18 PM

To Linda Wong/BOS/SFGOV@SFGOV
cc
bcc
Subject Fw: BOS - LAFCo: Re: Utilization of one (1) position in class 9770 Community Development Assistant

----- Forwarded by Nilka Julio/BOS/SFGOV on 10/23/2008 04:20 PM -----



Patricia E.
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To Nilka Julio/BOS/SFGOV@SFGOV
cc Deborah Baker/DHR/SFGOV@SFGOV, Lillian Chow/DHR/SFGOV@SFGOV
Subject BOS - LAFCo: Re: Utilization of one (1) position in class 9770 Community Development Assistant

Hello Nilka,

Client Services staff is pleased to notify you that from the Civil Service job classifications presented by DHR as possibilities to utilize for the subject position, this is a recommendation for approval of your choice to utilize one (1) new position in class 9770 Community Development Assistant, to be located at the **Board of Supervisors' LAFCo Unit**. The subject position will report to the 9775 Senior Community Development Specialist (Working Title: LAFCo Senior Program Officer).

Review and analysis of the position description received indicates the following:

The subject position will administer the office to the LAFCo Commission, coordinate all citizen participation and public information activities related to Community Choice Aggregation (CCA) Program.

Under general direction, the subject position administers the office of the LAFCo Commission; administers public information, education and outreach programs to the general public for monitoring of the Community Choice Aggregation activities. This position may supervise the design and production of publicity for LAFCo activities, and may work in conjunction or coordinate information and material with the External Affairs of the San Francisco Public Utilities Commission.

The Administrative Assistant/Community Liaison position will be responsible for planning, developing and implementing the effective outreach and education program with guidance from the Senior Program Officer. The subject position coordinates and organizes outreach and education activities such as community events, public meetings, etc. In conjunction with the Senior Program Officer, works with managers, researchers, policy makers, the community, other government agencies, constituents and stakeholders to analyze needs, design, develop and produce effective educational activities and material such as fact sheets, brochures, displays and posters for use at outreach and educational programs.

Special Requirement of the Subject Position:

This position requires that the candidate selected must possess administrative and organizational experience; excellent oral communications, written and graphic skills; and, be able to work independently.

Review and analysis of class 9770 Community Development Assistant:

Under immediate supervision, performs beginning level community development work in monitoring and evaluating Community Development Programs: Assists in compiling performance data and reports; analyzes and processes program data: and performs related duties as required.

Examples of essential and important duties include:

1. Assists in providing technical assistance to project personnel in developing annual work programs, budgets and program implementation.
2. Assists in reviewing and analyzing monthly reports submitted by project directors and agencies for conformance to budgetary and programmatic requirements and objectives of the various projects to ensure contract compliance; may make on-site visits to assess effectiveness of individual projects; may write and submit monthly performance monitoring reports.
3. Assists in compiling, analyzing and/or processing data on the impact of various projects in city communities, updates statistical data; compile and prepares reports.
4. Assists in providing technical assistance to project sponsors in physical design and implementation procedures; may assist in project analysis and funding recommendations based on evaluation of performance and relevant data.
5. As assigned attends project-related community and other meetings. May provide program information and support services to various groups, organizations and individuals.

To conclude, upon agreement by the Board of Supervisors, LAFCo Unit, please have staff issue a requisition for the subject position in class 9770 , and designate the requisition type as Permanent Exempt (PEX), per Charter Category #18, Project. A description of this "Project" must be provided to include in the PeopleSoft Requisition Notepad.

Additionally, in drafting the requisition, have staff cut and paste the essential functions and duties of the position to include in the Requisition Notepad. Indicate that this position is assigned to the Board of Supervisors' LAFCo Unit, and include the DHR approval date.



9770_classspecdisplay.asp.htm



9770_findClass.cgi.htm

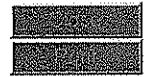
Employees in class 9770 are represented by labor organization "Service Employees International Union" (SEIU), Local 1021. View current salary ranges through 6/30/09 in the attachment listed "9770_findClass.cgi.htm".

Please contact me if there are any questions or concerns regarding the above.
Regards,
Patricia

Patricia Peters-Sayrafi
Personnel Analyst
Department of Human Resources
Client Services
44 Gough St., 2nd Fl.
San Francisco, CA 94103
Phone: 557.4848 FAX: 557.4868



Department of Human Resources



Community Development Assistant (#9770)

\$22.22-\$27.01 hourly / \$3,852.00-\$4,682.00 monthly / \$46,228.00-\$56,186.00 Yearly



[Email Me when a Job Opens for the above position\(s\)](#)

Definition

Under immediate supervision, performs beginning level community development work in monitoring and evaluating Community Development Programs: assists in compiling performance data and reports; analyzes and processes program data: and performs related duties as required.

Distinguishing Features

This is the entrance level in the Community Development specialist series. Employees in this class work under close supervision and may be assigned to one or more of the following areas: neighborhood facilities, housing, public service, public improvements, citizen participation and information management.

Examples of Important and Essential Duties

1. Assists in providing technical assistance to project personnel in developing annual work programs, budgets and program implementation.
2. Assists in reviewing and analyzing monthly reports submitted by project directors and agencies for conformance to budgetary and programmatic requirements and objectives of the various projects to ensure contract compliance; may make on-site visits to assess effectiveness of individual projects; may write and submit monthly performance monitoring reports.
3. Assists in compiling, analyzing and/or processing data on the impact of various projects in city communities, updates statistical data; compile and prepares reports.
4. Assists in providing technical assistance to project sponsors in physical design and implementation procedures; may assist in project analysis and funding recommendations based on evaluation of performance and relevant data.
5. As assigned attends project-related community and other meetings. May provide program information and support services to various groups, organizations and individuals.

Knowledge, Skills and Abilities

Some knowledge of: the basic concepts and practices of Community Development Programs; local governmental structure; methods of research and preparation of reports as a basis for recommendations; knowledge in compiling, analyzing and processing data; abilities and skills to work with neighborhood organizations and to perform some statistical analysis.

Experience and Training

Completion of a four year college or university with Baccalaureate Degree with major course work in a field relevant to community development; or an equivalent combination of education and experience in an area involving community

development, contract administration with nonprofit organizations or community groups.

Disaster Service Workers

All City and County of San Francisco employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

CLASS: 9770	EST:	REV:	FORMERLY JOB TITLE:	REPLACES JOB TITLE:
EEOC: 2		MEDICAL:		

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Department of Human Resources

Classification, Compensation and Collective Bargaining Agreements
 9770 Community Development Assistant

Description	9770 Community Development Assistant
Collective Bargaining Agreement	SEIU 1021 Miscellaneous
Pay Frequency	Biweekly
Schedule Number	06085 06160

Select Rates for the following Effective Start Dates:

[Jul 01, 2008](#) [Apr 04, 2009](#)

Rates Effective: Jul 01, 2008 - Apr 03, 2009

Step	1	2	3	4	5
hourly	\$22.2250	\$23.3375	\$24.5000	\$25.7250	\$27.0125
bi-weekly	\$1,778	\$1,867	\$1,960	\$2,058	\$2,161
annual	\$46,228	\$48,542	\$50,960	\$53,508	\$56,186

Rates Effective: Apr 04, 2009 - Jun 30, 2009

Step	1	2	3	4	5
hourly	\$23.0500	\$24.2000	\$25.4125	\$26.6875	\$28.0250
bi-weekly	\$1,844	\$1,936	\$2,033	\$2,135	\$2,242
annual	\$47,944	\$50,336	\$52,858	\$55,510	\$58,292

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