



FAIR POLITICAL PRACTICES COMMISSION

JOB OPPORTUNITY BULLETIN

POSITION: FPPC COUNSEL ENFORCEMENT
325-200-6186-002

DIVISION: ENFORCEMENT

COUNSEL: Range A \$5,756 - \$5,987
Range B \$5,763 - \$6,579
Range C \$6,946 - \$8,735
Range D \$7,818 - \$10,028

FINAL FILING DATE: May 18, 2021

Duties and Responsibilities

Investigate and prosecute alleged violations of the Political Reform Act. Typical duties include: creating investigation plans; analyzing evidence; drafting documents in connection with civil and administrative enforcement actions; proposing resolutions to the Enforcement Division Chief, and conducting settlement negotiations.

Prepare cases for, and represent the Enforcement Division at, administrative hearings, probable cause conferences, and civil court proceedings. Appear in all of the courts of record in the state to prosecute and defend actions on behalf of the Commission.

Review complaints to determine whether a violation of the Political Reform Act has occurred. Train, assist and review work of other staff. Do other related work as assigned. Review records for disclosure to the press and public under the California Public Records Act.

Assist the Enforcement Division Chief in the development of policy for the Enforcement Division. Perform work on special projects at the direction of the Enforcement Division Chief.

Who May Apply: Individuals who have eligibility for appointment to the above class (e.g., transfer, list, reinstatement).

How to Apply: Applications will be screened and only the most qualified candidates will be scheduled for an interview. If you wish to be considered for the position, please apply at <https://jobs.ca.gov> or forward a State application (STD. 678) and résumé to

Fair Political Practices Commission
Attn: Pennie Conroy
1102 Q Street, Suite 3000
Sacramento, CA 95811

Contact: Pennie Conroy, (916) 327-8692

05/04/2021

It is the policy of the Fair Political Practices Commission to prohibit any form of discrimination based on race, sex, religion, age, national origin, sexual orientation or disability in every phase, or personnel policy and practice, in the recruitment, employment, advancement and/or treatment of all employees and applicants.