

## Essex County



**Job Title: County Planner**

**Status: Full time, Salary: \$37,069 – 59,311**

**Pay Grade: 111, FLSA Status: Non-exempt**

Essex County, Virginia, is accepting applications for the newly created full-time position of County Planner. Essex County is a predominantly rural county located on the Virginia Middle Peninsula along the banks of the Rappahannock River. This position will be responsible for a variety of community planning and land use code administration functions including zoning ordinance and subdivision ordinance permitting and administration. The County Planner will work closely with the public, county staff, and elected and appointed County Boards and Commissions including the Planning Commission, Board of Zoning Appeals, and Board of Supervisors. Excellent writing and communication skills are a must. This position will report to and be under the supervision of the County Administrator.

Minimum requirements for the position are a Bachelors' degree in Planning, Public Administration, or related field with three or more years of public or private sector community planning experience with demonstrated knowledge and experience in zoning and subdivision ordinance administration and enforcement, or any equivalent combination of education and experience which demonstrate the ability to perform the duties of the position. Experience with Chesapeake Bay Preservation Act or other coastal/wetland regulations are desirable. Applicants which possess experience and working knowledge of ESRI ArcGIS will receive preferred status among candidates. The County provides a competitive salary with excellent benefits.

For further information visit the County website at [http://www.essex-virginia.org/county\\_government/employment](http://www.essex-virginia.org/county_government/employment) for a complete job description and employment application. To be considered a completed County employment application form, cover letter, and resume is to be submitted to Timothy L. Wilson, County Administrator, PO Box 1079, Tappahannock, VA 22560. For further information on the position, County benefits, and applying please call Pam Smith, Assistant County Administrator at (804) 443-8155. Open until filled. Applications will be reviewed as received.

Essex County is an equal opportunity provider.