

County Planner



Richmond County, population 9,254, located on Virginia's Northern Neck is soliciting applications for the job of County Planner.

Richmond County is seeking a qualified individual for the position of Planner. This position is responsible for administration and enforcement of all Richmond County land development ordinances including but not limited to zoning, subdivision erosion/sediment control, and Bay Act Regulations. The position will serve as staff to the Richmond County Planning Commission and Board of Zoning Appeals. The successful candidate for the position should have, at a minimum, a bachelor's degree in planning, public administration, related fields or be able to demonstrate equivalent qualifications. Local government experience and/or knowledge in planning, land use and zoning is preferred. Experience in the fields of grant writing, grant administration, economic development, plan review, information technology, policy implementation, code enforcement and comprehensive planning will be considered. Works under the supervision of the Director of Code Administration. Successful applicant must be highly organized, possess excellent written/verbal skills, and be able to demonstrate a level of computer competence (including knowledge of GIS) to maintain office production and permitting activities. Salary range is \$28,000 - \$35,000 based on qualifications and experience. Excellent benefits including health insurance, life insurance, and retirement program. Applications and full job description may be obtained from the County Administrator Office, 101 Court Circle, Warsaw, Virginia 22572, by calling 804-333-3415 or at www.co.richmond.va.us.

Submit letter of interest, completed county application form, minimum of three (3) professional references and resume to:

Richmond County Administrator's Office
P.O. Box 1000
Warsaw, Virginia 22572

Open until filled