

Stafford County, Virginia Zoning Administrator



Stafford County, Virginia, has a diverse population of 145,000, the County is ideally located on the Interstate 95 Corridor just 25 miles south of the Washington, DC beltway and 50 miles north of Richmond. Stafford County invites résumés and applications for the position of Zoning Administrator.

The County of Stafford operates under the traditional Board-Administrator form of government where the seven-member Board appoints the County Administrator. The County's FY19 adopted budget includes funding for 911 full time employees and has an overall operating and capital budget of \$577.3 million. Stafford County prides itself on citizen involvement, innovation and efficient use of municipal resources.

The Planning and Zoning Department provides guidance to the Board of Supervisors, the Board of Zoning Appeals (BZA) and other appointed Boards and Commissions in developing the vision of Stafford County. This guidance ensures future orderly development and economic growth that is reflective of the community's desires and needs. Under the general supervision of the Director of Planning and Zoning, the Zoning Administrator performs difficult professional and complex technical work administering and enforcing the County's Zoning Ordinance as required by State and County Codes. Supervision is exercised over 5 zoning staff members.

The Zoning Administrator is required to have thorough knowledge of municipal ordinance construction and interpretation as it relates to zoning, land use and development and related codes, proffer program administration, and routine legal procedures as related to the enforcement of laws and ordinances in the Commonwealth of Virginia. The ability to establish and maintain effective and respectful working relationships with property owners, building contractors, attorneys, engineers, County officials and the general public will be essential for success.

Requirements include graduation from an accredited college or university with a degree in planning, architecture, engineering or a related field is required. Extensive experience working with law enforcement, building inspection and code administration, and considerable experience in codes and proffer enforcement will be beneficial. Specific experience in administering local zoning ordinances is preferred. Certification as a Zoning Official and Zoning Administrator through the Virginia Association of Zoning Officials, or equivalent, is preferred.

The hiring salary range for this position is \$74,984 - \$101,229 and is negotiable based on the successful candidate's qualifications and experience. Stafford County has a competitive benefits program, including participation in the Virginia Retirement System, competitive health benefits and life insurance, paid vacation and sick leave, and tuition reimbursement. Stafford County offers an inviting environment and the quality of life for residents is outstanding.

Qualified candidates should submit their cover letter and resume online by visiting our website at <https://springsted-waters.recruitmenthome.com/postings/2293>. The application deadline for the position is **June 12, 2019**. Following this date, applications will be screened against criteria outlined in this brochure. The County will then review recommended candidates who most closely meet the established criteria. For more information, please contact Steve Miner at richmond@bakertilly.com or 804-726-9748.

The County of Stafford is an Equal Opportunity Employer (EOE).