



**COUNTY OF PRINCE EDWARD, VIRGINIA  
DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT**

The County of Prince Edward is accepting applications for an experienced full-time **Director of Planning & Community Development** to administer the County's planning, zoning, community development and environmental permitting functions. Essential duties include: planning, research, and administrative work; developing and managing current and long-range planning programs and policies, special projects, and grant management; and ensuring adherence to the County's development ordinances and plans, and the County's overall land use objectives. Additionally, the Director serves as the Zoning Administrator, Subdivision Agent, and coordinates with the Building Permitting Office as a function of the Planning & Community Development Department; and does related work as required. Work is performed under the general supervision of the County Administrator.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Thorough knowledge of the principles and practices of planning; thorough knowledge of county subdivision and zoning ordinances; thorough knowledge of the county stormwater and erosion control ordinances; ability to analyze and systematically compile technical and statistical information and to prepare technical reports; ability to interpret various rules and regulations; ability to prepare and present technical information clearly; ability to establish and maintain effective working relationships with County Officials, associates, representatives of other public agencies and the general public. Must possess or obtain within 1 year of hire the certifications as an E&SC and Stormwater Administrator and Inspector from Virginia Department of Environmental Quality.

**EDUCATION AND EXPERIENCE:**

Any combination of education and experience equivalent to graduation from an accredited college or university with major course work in planning or related field and considerable experience in professional planning. AICP and CZO/CZA credentials preferred.

**SALARY:** DOQ (with full county benefits).

**CLOSING DATE:** Open Until Filled.

Submit resume and Prince Edward County application to: Prince Edward County Administrator's Office, PO Box 382, 111 N. South Street, 3rd Floor, Farmville, Virginia 23901. A printable County applications and complete position description are available on the County's web site at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us) or in the Prince Edward County Administrator's Office, at (434) 392-8837. EOE.