

Senior Planner – Planning Trends & Data Specialist

Planning Department

Hiring Range: \$52,369 - \$71,132

Deadline: 11:59 p.m. May 2, 2021

Chesterfield County's Planning Department is seeking a Senior Planner to monitor, analyze and report on demographic and development trends within the county, region, state and nation to assist long-range planning efforts. Ability to understand how to use data to help shape policies and explain trends. Provide market analysis in support of internal and external information requests. Prepare reports highlighting various growth and development trends within the county, and effectively communicate such information to the community, staff, and officials through infographics and presentations. Create and maintain databases using GIS and Excel software. Perform quality control on GIS databases tracking land development. Research and draft policy reports on planning-related topics including housing, land use, demographics and others as requested. Independently manage projects in support of the Comprehensive Plan and assist other project managers as needed. Serve on local and regional committees to officially represent the county. Perform other work as required. **This position is a part of an approved Career Development Plan (CDP) and offers career progression opportunities and salary incentives, as funding permits, based on performance, qualifications, and experience.** Successful candidate will possess a bachelor's degree in Urban Planning or related field (master's degree preferred), along with at least two years of experience analyzing demographic, census, land use, housing and other community and locality specific data; or an equivalent combination of training and experience. Must have extensive knowledge of GIS software including ArcGIS online, map creation, data analysis, modeling and database management. Must have the ability to form effective working relationships with internal and external agencies, the public and officials. Must be able to analyze, report and communicate data to a wide range of stakeholders. Must be able to manage multiple projects/data requests simultaneously. Ability to create infographics and graphic design using Adobe Creative Cloud applications such as In Design, and extensive experience with Microsoft 365 programs (Word, Excel, PowerPoint, Publisher, etc.). Statistical analysis skills preferred. Experience with SketchUp preferred. **Current valid driver's license and good driving record required. Based on the Virginia DMV point system, record must not reflect a total of six or more demerit points within the twenty-four months preceding the anticipated hire date, or one major violation of six demerit points within the preceding thirty-six months. Out of state driving records must be obtained by the applicant and presented at time of interview. Record must reflect at least three years of history and be dated within 30 days of interview date. Pre-employment drug testing, FBI criminal background check and education/degree verification required.** A Chesterfield County application is required and must be submitted online by deadline. Visit chesterfield.gov/careers to view instructions and to complete and submit an application. (804) 748-1551.

An Equal Opportunity Employer Committed to Workforce Diversity