

CHIEF PLANNER

The Department of Building and Development is seeking candidates for the Position of Chief Planner in the Land Development Planning Division. The Land Development Planning Division provides technical review and oversight of land development applications, manages performance and erosion and sediment control bonds, maintains land development records, provides professional guidance to other County agencies related to land development, and provides exemplary customer service at our front counter. Primary responsibilities of the Chief Planner include supervising and supporting a staff of up to seven professional planners; monitoring applications to ensure compliance with County ordinances and timelines; attending meetings with applicants and other County agencies to resolve issues; and managing complex land development applications. The Chief Planner assumes the responsibilities of the Division Manager as necessary. The Chief Planner is also tasked with: Reviewing complex land development applications and ensuring compliance with County regulations through written and digital correspondence with applicants; providing technical expertise to the Department of Building and Development, other County Departments, and outside agencies; delivering accurate and timely information to the public; and representing the Department of Building and Development at Board of Supervisors and Planning Commission meetings. The successful candidate must have the ability to analyze complex problems, navigate an intricate land development process, contend with human resource issues associated with being a supervisor, and perform a multitude of advanced professional planning tasks. The chosen candidate must have strong and effective written and verbal communication skills. The ability to deliver presentations to local boards, commissions, and citizen groups is desired. The chosen candidate should also have an intermediate skill in using computers and Microsoft Office. Applicants must maintain a thorough knowledge of County operations, policies, and procedures; possess and maintain a thorough knowledge of County, State, and Federal land use regulations, principles, practices, and methodologies of the planning profession; be available for occasional meetings after business hours with members of the public and/or elected officials.

Master's degree in Planning, Public Administration, Landscape Architecture, or a related field; four (4) years of related work experience in professional planning or a related field including one (1) year of supervisory experience; or equivalent combination of education and experience.

Hiring Range: \$77,732.01- \$108,824.82 Salary Commensurate with Experience

Must be available for occasional meetings after business hours with members of the public and/or elected officials.

This position requires credit and criminal background checks.

Recruitment# 22-133-3551. Visit our on-line employment center at <https://www.loudoun.gov/jobs> for more information and to apply. EOE