

Town of Ashland

Planning and Community Development Department Position(s)

The Town of Ashland, Virginia, is seeking to fill two positions in the Department of Planning and Community Development. Hiring level and titles are dependent upon experience and qualifications. We will review applications for the following titles:

- Planner II
- Senior Planner/GIS Analyst
- Deputy Director of Planning and Community Development
- Deputy Zoning Administrator/Planner
- Code Compliance Officer
- Community Development Specialist

Expectations for these positions would vary depending on positions filled, but may include, but may not be limited to:

Ability to read and interpret codes, plans, and plats, conduct code enforcement and compliance and sign permit review. Knowledge of urban and comprehensive planning, community, and economic development experience preferred. Coordinate the development review process, the preparation, analysis, and presentation of cases to the Planning Commission. Conduct special planning studies and projects as needed. GIS and floodplain management experience a plus.

The minimum position requirements would be any combination of education and experience equivalent to a bachelor's degree in planning or related field and a minimum of 2 years of experience in a similar role. A minimum of 5 years of experience needed to be considered for senior level positions. Certification as a CZO, CZA, and/or AICP is preferred.

The ideal candidate will be ethical, respectful, approachable, trustworthy, apolitical, and committed to service. He/she will be adaptable to changing needs and able to build partnerships across departments that have similar objectives, while seeking to enhance the Town's ability to meet community needs. They must be able to show fairness as well as patience, humility, and a sense of humor while dealing with customers, citizens, and co-workers. All positions will require the

ability to take on multiple and varied tasks while interacting regularly with the public.

Please see the Town website for information on how to apply, www.ashlandva.gov

The Town of Ashland is an Equal Opportunity Employer