

Senior Planner – Zoning Team

Planning

Hiring Range: \$61,496 - \$72,258

Deadline: 11:59 p.m. February 19, 2023

Would you like to work with a dynamic team of Planning professionals helping to make Chesterfield County a First Choice Community through innovative land use planning? If so, the Chesterfield County Planning Office has an exciting opportunity for you! Chesterfield County, a fast-growing community located 20 minutes south of Richmond, VA, is seeking to welcome a highly motivated Senior Planner to the Planning Office's Zoning Division.

This position performs difficult professional and technical work reviewing development review cases of broad scope and complexity. The position provides recommendations to the Planning Director, Planning Commission, and the Chesterfield County Board of Supervisors, negotiates on behalf of the County, and provides staff support to local and regional Boards, Committees, and Commissions. This position requires excellent research, communication, organizational, and analytical skills. The ideal candidate should enjoy working to improve the built environment, have the ability to meet deadlines, handle multiple projects simultaneously, and enjoy working collaboratively with County residents.

The Senior Planner reports to the Planning Manager or Planning Administrator and supervises no staff. Planners may receive workflow direction from a Senior Planner and may provide guidance to a Planning Technician or a lower-level Planner.

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.

SKILLS & ESSENTIAL FUNCTIONS:

- Excellent public speaking
- Attendance at evening meetings
- Strong verbal and written communication skills
- Ability to analyze and interpret land use policies, development plans and ordinances
- Project Management experience
- Assists applicants, engineers, and developers to resolve complex development and land use issues
- Prepares reports for the Planning Commission, Board of Supervisors, Board of Zoning Appeals and civic/community groups
- Performs the review of applications for accuracy and completeness
- Performs special projects/analyses as assigned
- Ensures timely processing of applications and coordinates Staff review comments of reviewing agencies
- Ability to work independently and as part of a team

HERE'S WHAT YOU NEED:

Bachelor's degree in Planning, Landscape, Architecture or related field and two years of experience in land use evaluation, ordinance amendments or development review; or an equivalent combination

of training and experience. **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 applicant and presented at time of interview. Records must reflect at least three years of history and be dated within thirty days of interview. 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, Equity, and Inclusion