



PLANNER II

Town of Culpeper

Salary Range - \$58,198.21 - \$93,117.13

The Town of Culpeper's Planning & Community Development Department is seeking qualified applicants for a Planner II.

Primary functions include: review and analyze the Town's ordinances and make recommendations to modify as necessary; make presentations to Town Council, boards, and other officials; coordinate the development and maintenance of the Comprehensive Plan, land use plan, zoning ordinances, sector plans, and other planning documents; coordinate the review of site plans for subdivisions, commercial, and other developments; provide technical assistance and information to citizens, property owners, developers, contractors, boards/commissions, and others; assist with planning and development of capital projects; and perform related tasks as required.

Skills & Qualifications: Candidate must have thorough knowledge of the principles and practices of planning and zoning; thorough knowledge of current literature and recent developments in the field of planning and zoning; general knowledge and experience with ArcGIS, Adobe InDesign, Microsoft Office and other software programs needed to clearly convey information; ability to analyze and systematically compile technical and statistical information and prepare technical reports; ability to interpret various rules and regulations; ability to prepare and present technical information clearly; and ability to establish and maintain effective working relationships with associates and the general public.

Education & Experience: Any combination of education and experience equivalent to graduation from an accredited college or university with major coursework in urban planning, landscape architecture, or a related field and at least 3 years of experience in professional planning work.

Preferred Qualifications: Certified Zoning Administrator (CZA), American Institute of Certified Planners (AICP) or similar designation(s).

Application and position profile are available at

<https://selfservice.culpeperva.gov/ess/employmentopportunities/default.aspx>. Open until filled. Initial review of applications will be completed on February 7, 2024.

EOE