

Planner I/II/III

Competitive Salary DOQ + [Full-Time County Benefits](#)

James City County is seeking a highly motivated and experienced Planner to join our dynamic team. Nestled between the James River and the York River, James City County is located in the heart of the Historic Triangle, which includes Williamsburg, Jamestown, and Yorktown. With a population of approximately 80,000 residents, James City County is a vibrant community that is rich in history, culture, and natural beauty. As a Planner for James City County, you will have the opportunity to work on a wide range of planning projects and initiatives that help shape the future of this great community.

Planning in James City County encompasses a full spectrum of rural, suburban, and urban environments. From master planned communities and rural farmland to mixed-use developments and bustling commercial corridors, James City County offers a diverse and dynamic planning landscape. As a Planner for James City County, you will work closely with other County staff, community groups, and stakeholders to develop and implement plans and policies that enhance the County's livability, protect the natural environment, and sustain economic vitality.

Planner I: \$48,903.00/ year or higher DOQ

Planner II (Senior Planner): \$52,339.00/ year or higher DOQ

Planner III (Senior Planner II): \$56,036.00/ year or higher DOQ

Responsibilities:

- Process and review legislative and administrative development applications for adherence to County goals and policies, and prepares recommendations and reports on assigned cases.
- Manage assigned projects and cases by coordinating and facilitating inter-departmental and inter-agency review.
- Present assigned projects, reports, cases, and other materials and acts as a liaison to local and regional committees, appointed boards and the Board of Supervisors.
- Respond to citizen, applicant, developer, and media inquiries related to planning matters related to the Comprehensive Plan, ordinances, and development cases.
- Participate in the development of the Comprehensive Plan, transportation and special projects, policies, and recommendations concerning the development of the County.

Requirements:

- Any combination of education and experience equivalent to a Bachelor's degree in planning or related field.
- Must possess a valid Virginia driver's license and have an acceptable driving record based on James City County's criteria.
- Considerable knowledge of the principles and practices of professional planning; requirements for land development, engineering practices, transportation planning and applicable procedures; some knowledge of economics, political science, sociology, and municipal finance as applied to professional planning.
- Ability to communicate effectively with others, both orally and in writing; compile and analyze technical and statistical information and prepare reports, plans, policies, ordinances, and other planning documents; prepare and present technical information clearly to large groups and the public; establish and maintain effective working relationships with professional colleagues, employees, representatives of other public agencies, and the public; collaborate and negotiate effectively; work as a team member; read and interpret site plans, conceptual plans, and subdivision plats.
- Ability to attend night meetings.

[Click here](#) for full job description. Cover letters and resumes, work portfolio must also be attached, but a fully-completed application is required in order for your application to be considered.

Position opened until filled. Only online applications to our website will be considered. To apply, please visit the James City County Career Center at <https://jobs.jamescitycountyva.gov>