

POSITION AVAILABLE: DIRECTOR OF COMMUNITY DEVELOPMENT

The County of Amelia is accepting applications for a full-time salaried Director of Community Development. Work is performed under the direction of the County Administrator.

The Director is responsible for:

- Administering and enforcing the Amelia County Zoning and Subdivision Ordinances
- Overseeing the Planning Commission, the Board of Zoning Appeals, Capital Improvement Plan, and Comprehensive Plan
- Assisting with economic development activities
- Supervision of personnel in the Planning and Building departments

Minimum Qualifications

Bachelor's degree in urban development, planning, or related field and three to five years of experience in management of a community development or planning department, or equivalent combination of education and experience.

Special Qualifications

- Obtain Certified Zoning Administrator Certification through VAZO within one year of hire
- Possess a valid driver's license in the Commonwealth of Virginia

The County of Amelia Employment Application is available on ameliacova.com or at the County Administration Office located at 16360 Dunn Street, Suite 101 Amelia, VA 23002. All applications and supplemental materials can be dropped off at the County Administration Office or completed and emailed to maribeth.smith@ameliacova.com. This position will remain open until filled. For further information, including complete job description, please call (804)561-3039. Amelia County is an EOE. Drug testing and background check required prior to employment.