

## Community Planner

Office of Planning

Location: 1100 4th St SW

Salary Range: \$76,082.00 - \$97,340.00

Opening/Closing Date: 7/12/2017 - 7/22/2017

### **Job Summary**

This position is located in the Office of Planning, Neighborhood Planning. The Office of Planning has the lead responsibility for planning the physical and economic development of the District of Columbia, and strategically guides the preservation, revitalization and development of the city using a diversity of disciplines involving the broadest range of stakeholders. The Office of Planning provides vision, framework and principles to guide public and private development decisions, and supports and coordinates efforts to encourage housing and neighborhood revitalization; to expand the employment base for District residents; to promote the local economy; to protect historic and cultural features; and to retain, expand and attract new businesses. The Neighborhood Planning Division within the Office of Planning is responsible for preparing technical planning studies, including small area plans and corridor studies that shape the future development and revitalization of the District's neighborhoods. The planning process involves community engagement and the use of both in-house teams to conduct planning analyses and consultant teams to supplement work.

The Neighborhood Planning Division is building a team of planners to guide its place-based planning practice, informed by a focus on equity and on urban design, and to collaborate with the Design Division and as well as other District agencies on a range of community-based planning projects. For the position, OP is seeking an entry-level planner in community-based planning with a passion for neighborhood planning, land use, community-based work, and public engagement. The position will be responsible for planning analysis, graphic production, community relationships, and design work across a range of geographies. Assist the division by compiling data and preparing technical reports to be used in major planning studies or projects. Participate on Small Area Plan teams and work with senior planners in the preparation of existing conditions reports and in community engagement. Assist the Associate Director in special projects or assignments, including best practices research. Researches, collects, and verifies data on demographics, planning, revitalization, community or development issues from various sources (technical literature, public meetings, site visits, census data, etc.) to be used in the development of planning studies and projects. Assist the Associate Director in special projects or assignments related to Major Development projects and planning studies. Prepares specialized technical and analytical reports based on data collected, analyses conducted, or field-work/site visits. Reports include graphs, charts, maps developed to support findings. Communicates and presents major themes and concepts effectively to diverse audiences with varying skills and knowledge levels. Contributes to community outreach engagements for planning studies and projects, including preparing for and participating in community meetings. Performs other related duties as assigned.

Collective Bargaining Unit: This position covered under a collective bargaining unit – AFGE 631

**Qualifications**

Master's degree in the field of urban planning, public policy, and government or a related field or Bachelor's degree in the above referenced fields combined with 1-2 years of experience in the urban or regional planning field.

Or

The ideal candidate will have a Masters degree in Planning or related field and 0 – 3 years of experience in community-based planning/land-use planning or a Bachelors degree and five years of community-based planning experience. Demonstrated knowledge and application knowledge of current topics, best practices and theory of planning, neighborhood revitalization, and community engagement.

**Work Experience**

Experience in conducting research, performing analysis, and the ability to write technical reports that evaluate and analyze planning issues and data. Demonstrated knowledge and application knowledge of current topics, best practices and theory of planning, neighborhood revitalization, and community engagement.

**Work Environment**

The work is performed in a typical office setting. Considerable pressure to meet deadlines.

To apply to this job please visit the posting [here](#). The posting closes on July 22<sup>nd</sup>.