

New River Valley Regional Commission – REGIONAL PLANNER/COMMUNITY DESIGNER

The New River Valley Regional Commission, a planning agency that serves 13 local governments and three institutions of higher education, is seeking a creative, team-oriented, and adaptable Regional Planner/Community Designer. This position plays an important role in fulfilling the agency's mission of planning for the physical, social, and economic elements of the region. In addition, the position provides project management, regional coordination and oversight for environmental related projects.

The successful candidate will specialize in combining art and technology to communicate technical information and community enhancements visually, and have a passion for creative design. Capable of preparing conceptual schematic designs, publication quality project reports, and have a wide knowledge of technologies and potential applications. The Regional Planner/Community Designer will join a team of eight planning and GIS professionals that work collaboratively across multiple planning disciplines. The Regional Commission was recently voted the Best Place to Work, government agency category, by the Montgomery County Chamber of Commerce!

This position will lead and support various projects, in an environment where continued professional growth is encouraged. The position reports to the Deputy Executive Director. Experience in planning, architecture, graphic design, or visual communications is desired. Minimum requirements include a BA/BS with two years of relevant experience. Familiarity with Adobe, Esri, and Microsoft products is a plus. Hiring range is \$40K-\$52K, DOQ. Excellent benefits package.

All applicants must complete an Employment Application found on the Commission website and submit a cover letter, resume and a sample of work in pdf and/or interactive format by 5:00 pm on February 11, 2019. Materials should be emailed to Elijah Sharp, Deputy Executive Director, at esharp@nrvc.org or by mail to the New River Valley Regional Commission, 6580 Valley Center Drive, Suite 124, Radford, VA 24141. EOE. Full position advertisement and application for employment can be found at www.nrvc.org/employmentopportunities.



JOB DESCRIPTION: Regional Planner/Community Designer

General Statement of Duties

The Regional Planner/Community Designer position is characterized by a passion for creative design and works in a cross-function capacity. The Regional Planner/Community Designer is expected to possess in-depth knowledge within one or more planning specialties such as economic development, comprehensive planning, transportation planning, housing or environmental planning. In addition, be skilled at community visioning and schematic design, and possess the ability to communicate ideas through technology and art. The Regional Planner/Community Designer will both lead and support projects in a fast-paced team environment.

Essential Functions

- Develops visualizations, conceptual designs, and schematics that communicate potential community enhancements and economic development opportunities;
- Assists with updates and maintenance of comprehensive plans;
- Conducts extensive research in specific or general project areas;
- Writes and presents formal and technical reports, working papers, and correspondence;
- Develops long range plans and strategies that are consistent with community goals;
- Evaluates community problems, issues, and opportunities;
- Coordinates regional partners on a regular basis to deliver results for annual projects;
- Assists in writing and updating comprehensive plans, ordinances, and regulations;
- Creates publication quality documents and web content;
- Responsible for initiating and leading planning studies, publications, and facilitating meetings;
- Attends evening meetings;
- Performs other duties as assigned.

Required Knowledge, Skills and Abilities

Experience in planning, architecture, graphic design, or visual communications. Well-developed knowledge of planning principles, methodology, and practices. In-depth knowledge of one or more planning specialization. Creative problem-solving skills to gather relevant information and analyze data. Effective written and verbal communication skills. Ability to work independently or in a team environment as needed. Strong project management ability demonstrated.

Physical effort, dexterity, visual acuity, hearing, and speaking

The physical exertion requirements of this job are classified as sedentary work. In general, lifting or carrying tasks are not in excess of 10 pounds. A certain amount of walking and standing is often necessary to carry out job duties. The job requires normal visual acuity, depth perception and field of vision. Individuals must be able to speak clearly in person and over the phone.

Education and Experience

Any combination of education and experience equivalent to graduation from an accredited college or university with a BA/BS degree with a minimum of two years of relevant experience or a Master's Degree.

Continuing Education

Dedication and willingness to continue education through attendance of conferences, participation in professional associations; and/or completion of courses, certificates, seminars, or distance learning modules is encouraged.